4th February 2015

Stage 3 Years 5 - 6 Excursion – Canberra
Monday 23rd and Tuesday 24th March 2015

Dear Parents/Caregivers,

The following is a guide in regards to the 2 day/1 night Canberra excursion. Please use this information as a check list and start planning now so all these items are prepared and ready. If you have any questions or concerns please don’t hesitate to speak to Mrs Smith or your class teacher. The sooner we are aware of any concerns the sooner we can address a solution.

Payment

Please note that final payment is due 9:10am Thursday 5th March 2015. It would be appreciated if all monies be paid by this date to enable us to advise the excursion company of final numbers. Should you be experiencing difficulty please contact the front office to make alternate arrangements. Instalments can be made anytime leading up to the close of payments on the 5th March 2015.

Items to Bring:

Clothing
Casual warm clothes – 2 days
Warm Jacket
Comfortable shoes (we will be doing lots of walking)
Underwear and socks (2 days spare items are recommended)
Pyjamas (winter)
A beanie
Gloves (waterproof if possible)

Other Items
Personal toiletries
Sunscreen
Water bottle (check that it does not leak and your name is on it)
Book to read, clip board, puzzle book or travel game cards
Watch (if you own one)
Camera (we strongly recommend a disposable style and your name must be clearly written on the camera)
Plastic bags for dirty clothes
Suitable or similar with clothes
Smaller back pack with items needed on bus eg water, lunch, games

Do not bring these items

Mobile phones
CD players, tape players, Ipods, electronic games of any description
Torches
Make up and toiletries that are pressure packs
Jewellery – studs and sleepers are acceptable
Umbrellas
Food to Bring

All meals are provided except recess and lunch on the first day. Therefore, we recommend the following items for day one:

Morning Tea: fruit, cheese and biscuits, snacks (small chips), muesli bars or similar
Lunch: popper, water, sandwich (something fairly plain), snack

Avoid greasy foods, chocolate, yoghurts, custards

Medication

All medication is to be labelled with clear handwritten instructions. This is to be given to Mrs Browne when we are preparing to board the coach.

Whilst on the excursion Mrs Smith and Mrs Browne will supervise all medication.

If your child suffers from travel sickness we recommend that you give them travel sickness medication before arriving at school and have some dry biscuits or lollies, pack them some plastic bags and refresher towels. These items will be with them on the bus.

Consent and Medical Information Form

It would be appreciated if the attached Consent and Medical Information Form could be completed and returned to the class teacher no later Friday 13th March 2015.

Money

There could be a few opportunities for the students to buy a souvenir or two. We recommend between $5 and $15. If you wish your child to have spending money it must be safely stored in a wallet that will be the sole responsibility of your child. Teachers will not be minding wallets or loose change.

Teachers Attending

Mrs Smith, Mrs Browne, Mrs McLean, Mrs Wilson, Mrs Innes, Mrs Hurst, Mr Lister and three male parents.

Room Arrangements

Room allocations will be finalised soon. The rooms at the Canberra Carotel are multi-share with ensuite facilities.

Dinner Arrangements

Dinner (1 night) and breakfast (1 morning) will occur in the dining room at the Canberra Carotel. Please revise dining etiquette with your child/children. This might be a good time to discuss what is and what is not acceptable when we dine out. Poor behaviour is not acceptable.

Dietary Requirements

If your child does have any dietary needs, please complete the note at the end of this letter and return it to the class teacher no later than Friday 13th March 2015.

Departure

Monday 23rd March 2015 – Bus will leave at 7:00am sharp. Please arrive at school no later than 6:45am to provide time to safely board the coach, say good byes and roll marking.
Returning

Tuesday 24th March 2015 at **approximately 8.15pm.** Please ensure someone will be at school to meet your child. If another parent is collecting your child, please provide them with a handwritten note giving permission to take your child home.

We hope this information is of assistance and if details change we will endeavour to keep you informed. Should you have any questions, please contact the school.

Yours sincerely,

Mrs Catherine Smith  
Assistant Principal

Mrs Kathy Browne  
Principal

---

**Canberra Excursion Special Dietary Requirements** – to be returned to the class teacher no later than Friday 13th March 2015.

My child ___________________________ of class ____________ has the following special dietary needs:

________________________________

________________________________

________________________________

________________________________

Parents signature ___________________________ Date ____________