

8 February 2024

Dear Parents

## **MUSIC, VISUAL ART, LEGAL STUDIES SYDNEY EXCURSION 2024**

Year 11 and 12 students in Music, Visual Arts and Legal Studies as well as Stage 5 Music students will have the opportunity to participate in an excursion to Sydney. This excursion will be from Tuesday 7 to Friday 10 May 2024 and is being held to complement and extend in-class activities.

All students attending the excursion are expected to sign a contract of behaviour which should be witnessed by their parents. Details of the excursion are as follows:

- Students will be travelling by train from Walcha Road Station to Sydney on Tuesday 7 May, returning on Friday 10 May – parents will need to organise transport for their child to and from the train station.
- While in Sydney, students will travel by foot or by public transport (train, bus and ferry). The school will provide Opal cards for students to use on a temporary basis, only for the duration of the excursion. This cost will be covered by the school and will be used to access public transport in and around Sydney CBD. They **MUST** be returned to staff during the return trip to Walcha Road.

Depending on your child's subject area(s), **FOUR** of the following venues will be visited include –:

- Sydney Opera House (15 tickets available for an open rehearsal by Sydney Symphony Orchestra on Wednesday 8 May)
- Sydney Opera House (a further 15 tickets available for a concert by Sydney Symphony Orchestra on Thursday 9 May)
- NSW State Parliament
- Museum of Contemporary Art
- Art Gallery of NSW
- Law court experience (details to be provided once confirmed)
- Convict museums (details to be announced once confirmed)

The following events are included for all students to attend:

- Either cinema OR a three-course meal by Hospitality TAFE students at Ultimo Campus. Details to be confirmed. This will not alter the cost of the excursion.
- Chinese meal at a restaurant in Chinatown (students to pay)
- Belvoir Theatre for a drama in relation to student's current or potential studies in English
- For safety reasons, mobile phone usage for this excursion is allowed as an exemption. All students are to provide their mobile phone numbers to attending staff. All students are expected to:

- have their phones on them and be contactable, by staff, at all times
- turn phones off when required by venues, such as the Opera House or during the sitting of NSW State Parliament
- remain within designated areas at all times
- be on time to designated meeting places.

**The cost to students of the excursion is \$250** which has been subsidised by the school. This cost includes travel to and from Sydney, entry to venues, accommodation at The Village Surry Hills YHA and continental breakfast each day. Students will be expected to purchase lunches and dinners. **The recommended amount of money for students to bring is a minimum of \$135 in cash** which will cover each meal, including the Chinese meal. The school may provide one meal out at the Ultimo TAFE restaurant if available. Any extra spending money is optional and will be the responsibility of the student.

Clothing for the excursion is smart casual. As there is a significant amount of walking involved, we ask that students make sure they have comfortable walking shoes, preferably joggers. **School uniform is required** for Parliament House and the Law Courts visits. *A packing list for all other items will be supplied closer to the excursion.*

Students with work commitments, work placement and/or TAFE commitments are reminded to notify their employee/TAFE coordinator before the excursion. It is the student's responsibility to catch up on their work.

Staff members attending and supervising the excursion are Ms Adair, Miss Bruton and Mr Heazlett who all have emergency care/CPR training.

1. **Non-refundable \$100 deposit by 19 Feb 2024. \*\*\* (see below for details on how to apply for financial assistance)**
2. **\$50 by 4 March 2024**
3. **\$50 by 18 March 2024**
4. **\$50 full and final payment by 2 April 2024**

*Students may utilise scholarship funds for payment - please discuss with Ms Adair.* For organisational purposes **please adhere to the payment schedule**. Additional payments can be made at any time to ensure full payment is made by Tuesday 2 April 2024.

\*\*\* There is a limited amount of school financial assistance available. If you wish to apply for financial assistance, **please contact the school office for a financial assistance request form by Thursday 15 February**. This must be submitted with the deposit payment by 19 February. Financial assistance is managed confidentially by the Principal and School Administrative Manager only.

If you require further information relating to the excursion, please contact the school on 6777 2777 and speak to Miss Adair. Please complete the attached consent form, medical information and behaviour contract and return them to the school office by Monday 19 February 2024.

Yours sincerely

Georgina Adair  
COORDINATOR

Ben Ussher  
RELIEVING DEPUTY  
PRINCIPAL

Amanda Cooper  
PRINCIPAL

## CONSENT FORM

### MUSIC, VISUAL ART, LEGAL STUDIES SYDNEY EXCURSION 2024 TUESDAY 7 TO FRIDAY 10 MAY 2024

PLEASE COMPLETE THIS FORM AND RETURN IT TO THE SCHOOL OFFICE BY  
MONDAY 19 FEBRUARY 2024

I do/do not consent to ..... Year ..... participating  
in the MUSIC, VISUAL ART, LEGAL STUDIES SYDNEY EXCURSION 2024 to Sydney from  
Tuesday 7 May to Friday 10 May 2024.

I give/do not give permission for my child to receive medical treatment in case of  
emergency.

Please tick the box of your intended payment arrangements:

<input type="checkbox"/>	\$250 to be covered by student's scholarship (if available)
<input type="checkbox"/>	Application for financial assistance (to be requested at the school's office on or before 15 February) and attached to the initial deposit
<input type="checkbox"/>	Payment plan as outlined above (\$100 non-refundable deposit followed by three payments of \$50 each by 2 April 2024

- I have completed the medical form (see attached).
- I have completed the overnight excursion advice (see attached).
- The Contract of Behaviour has been completed (see attached).
- I am aware that there is no personal injury insurance cover provided by the  
Department of Education and Communities for school activities.
- I am aware that if notes are not returned by the due date the excursion may be  
cancelled.
- I am aware that there is minimal supervision at a number of venues.
- I understand that the excursion can be paid in instalments and that final payment  
MUST be made by 2 April 2024.

If you are paying by POP please use reference: *MVALS Sydney*

- I have made an online (POP) payment of \$ .....

My receipt number is: .....

NAME .....  
(Parent's name)

SIGNATURE .....  
(Parent's signature)

DATE ..... / ..... / .....

## MEDICAL INFORMATION FORM

The information provided on ..... / ..... / ..... by .....  
**(parent name)** is being obtained for the purpose of ascertaining relevant medical information, requirements and other health care related needs about .....  
..... **(student name)** who is currently enrolled at the school and who may participate in school excursions, sporting activities or other educational or school activities conducted by or in conjunction with Walcha Central School.

It will be used by officers of the NSW Department of Education and Communities to assist planning, to support students, and to minimise risks when conducting school excursions, sporting, or other school activities.

Other persons or agencies that may be provided with this information include, but not limited to, volunteers and members of external organisations who join with the school or are otherwise involved in the planning or delivery of the excursion, sporting, or other school activity; and persons that may be called upon to provide health care treatment or other assistance during or as a consequence of such excursions or activities.

Provision of this information is not required by law. However, a failure to provide the information may mean that your child cannot participate in a particular excursion or school activity. In such circumstances the school will make available a sound alternative educational experience.

Provision of this information will significantly assist the school in planning a safer educational activity. It will be stored securely. If you have any concerns about provision of this information, please contact the school Principal to discuss further.

**You may correct any personal information provided at any time by contacting the school office.**

STUDENT NAME: ..... CLASS: .....

MEDICARE NUMBER (optional): .....

### PARENT OR CAREGIVER CONTACT DETAILS

NAME: .....

ADDRESS: .....

.....

HOME PHONE: ..... WORK: ..... MOBILE: .....

### DOCTOR CONTACT DETAILS

NAME: .....

ADDRESS: .....

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## EMERGENCY CONTACT INFORMATION FORM

**Emergency contact(s) details (nominated by the parent or caregiver as alternate contact)**

1. NAME: ..... PHONE: .....

2. NAME: : ..... PHONE: .....

**List existing medical conditions or illnesses (include asthma, diabetes, epilepsy, allergies etc.). Outline the treatment for each.**

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**Outline special dietary needs including possible reaction to inappropriate diet.**

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.....

**Medication(s) to be administered during the excursion. Include name of medication, instructions for administration, time of administration, and any possible reactions.**

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PARENT SIGNATURE: ..... Date: ..... / ..... / .....

### OVERNIGHT EXCURSION ADVICE

ACCOMMODATION WILL BE AT: **The Village YHA Surry Hills**

TRAVEL WILL BE BY: **Train, bus, light rail and walking.**

THE GROUP WILL BE SUPERVISED BY: **Ms Georgina Adair, Miss Michelle Bruton and Mr Michael Heazlett**

ADDITIONAL INFORMATION:

It is recommended that students take 50+ sunscreen, hat and water bottle for outside activities. A full list of additional recommended items will be sent home closer to the excursion.

I understand that my son / daughter will stay overnight at:  
**The Village YHA, Surry Hills**

PARENT SIGNATURE: ..... Date: ..... / ..... / .....

## CONTRACT OF BEHAVIOUR

### MUSIC, VISUAL ART, LEGAL STUDIES SYDNEY EXCURSION 2024

All students who are attending the Music, Visual Art, Legal Studies Excursion need to agree to the following behaviour contract.

All parents need to sign this as a witness and agree to the consequences should the contract be breached.

1. There will be no physical contact (except in the context of programmed activities) between students and members of the public.
2. No smoking, drugs, or alcohol – if considered necessary students will be asked to show the contents of their bags to the teacher in charge.
3. Respect each other's privacy and space (no "busting in" on people showering, changing etc).
4. Students must not lag behind the group when on programmed activities.
5. Students must have a "buddy" within the group and look out for them at all times.
6. All equipment at the venues and accommodation are to be cared for respectfully. Cost of any broken equipment will be covered by the individuals concerned.
7. Students must remain with the group at all times. There will be no random "sightseeing".
8. The five days will be extremely busy, and students will need to adhere to the "in bed lights out" before 10.30pm.
9. Students must follow instructions **to the letter**.
10. Students must be able to produce a receipt or proof of purchase for all items purchased during the excursion, when requested by staff or venue employee.

**All actions need to be deemed reasonable and abide by all WCS codes and policies.**

This excursion is an integral part of the school curriculum, and all students are expected to participate in the organised activities.

All mobile phones must be switched off during programmed activities. Phone calls home to occur in the evening after dinner and before bed.

**IF you breach this code of conduct, your parents/caregivers will be called and asked to collect you from Sydney. Your safety and welfare and the safety and welfare of the group are at stake. If they are unable to do this, you will be sent home as quickly as possible at your parent's expense.**

**I agree to the code of conduct and accept that by signing I must accept the consequences should I breach it.**

STUDENT'S NAME: .....

STUDENT'S SIGNATURE: .....

PARENT'S NAME: .....

PARENT'S SIGNATURE: .....

PRINCIPAL'S SIGNATURE: .....

DATE: ..... / ..... / .....