23/7/2012

Dear Parents and Carers,

Please find detailed information regarding the Grade 4 Camp for 2012 to be held in Ballarat, at Sovereign Hill. The information below is a guide for you to follow to assist in preparing for camp. The students will attend a two camp at Sovereign Hill. They will participate in a variety of activities at the venue which includes 2 days participation in the Sovereign Hill Costume School Program (see itinerary) and they will stay in accommodation onsite at the Sovereign Hill Lodge.

Camp Name and Location:  Sovereign Hill, Bradshaw Street, Ballarat, 3350 (www.sovereignhill.com.au)

Dates:  Monday November 5th, Tuesday 6th & Wednesday 7th 2012

Cost:  $280.00 per student

Significant Dates:

July 23rd 2012 (Monday) - Camp Participation Consent Forms A, B and C, Deposit Request, Confidential Medical Report for School Camp (Form D), Itinerary & Clothing List sent home.

September 7th 2012 (Friday) – Camp Information, Camp Participation Consent Forms A, B & C, Medical Form D, and the deposit of $70.00 to be returned to the school office. Medication Plans including Asthma and Anaphylaxis Plans should be updated by your doctor. Failure to provide an up-to-date plan may preclude the student from attending camp.

October 12th (Friday) - Final Payment due - (No exceptions unless prior arrangement has been made with Trudi Jacobson. Please contact Trudi as early as possible if paying for the camp may be a problem. A long term payment plan can be developed or you may even be eligible to access funds through other organisations. Trudi can assist with this.)

November 5th 2012 (Monday) – Depart for camp at 9:00am - Arrive at school between 8:15am and 8:30am outside the MPR Building with luggage, hat, snack, drink & lunch in disposable named packaging.

November 7th (Wednesday) 2012- Students return to school by approximately 5:00pm. They must be collected by an adult and marked off the roll.
STAFF ATTENDING THE CAMP

Jason Hague Natalie Sellick and Jess Gibbins. Other staff will be confirmed closer to the date.

Activities
As per itinerary.

Payment Options

You may choose to pay for the total cost of the camp now or later, or you may prefer to pay smaller, regular amounts commencing immediately so that the camp is paid for the October 12th 2012 deadline. A variety of options are available including using ‘credit’ on your school account, BPay, EFTPOS, by cheque or in cash. Please contact Trudi Jacobson as early as possible if paying for the camp may be a problem. A long term payment plan can be developed, or you may even be eligible to access funds through other organisations to pay for the camp. Trudi can assist with this.)

Failure to meet the above timeline dates may mean that your child forfeits their place at camp. Please note that it is not possible to provide a refund if it is decided after October 12, that your child will not attend camp, as your money will have been forwarded to the appropriate organisations.

Yours sincerely,
Jason Hague
Camp Coordinator
Grade 4 Sovereign Hill Camp  
5th to 7th November 2012

CLOTHING AND EQUIPMENT LIST

(Most Costume School attire will be provided by the venue. See Attachment for Costume School requirements)

School Uniform, Casual Clothing and Other

1 sleeping bag
1 Kennington Primary School jumper/fleecy top
2 Kennington Primary School T-Shirts
2 pairs of jeans / tracksuit pants
2 pairs of shorts
2 pairs of socks
1 pair of comfortable covered in shoes e.g. sports shoes to wear when not in costume. (Not sandals or other open-toe shoes)
3 changes of underwear
1 pair pyjamas
1 towel
1 coat
Plastic bag (for dirty clothing)

Items Specific to the Costume
2 pairs of plain, long socks - black, brown, grey or white (Not ankle socks or socks with writing.)
1 pair of plain black or brown flat shoes or boots without writing – black school shoes or black sports shoes are fine. (Parents are not expected to purchase new items. Please see Jason Hague as soon as possible if sourcing these items is difficult for you and arrangements will be made.)

Toiletries
Soap
Toothbrush and toothpaste
Comb / brush
Shampoo
Sunscreen

Optional (Students must be responsible for all personal items)
Camera
Book
Board game (indoor)
Up to $10.00 Spending Money

Please do not bring any of the following:
Mobile phone
Electronic games or gadgets
Food (including snacks eg. lollies)
Please make sure that all belongings are clearly marked with your family name.

Grade 4 Sovereign Hill Camp – Proposed Itinerary
5th November to 7th November 2012

Monday 5th November

8:00 – 8:20 am Assemble outside Multi-Purpose Room (n.b Grade 3s will be assembling for their camp outside the BER at the same time.)
9:00 am Depart Kennington Primary School
10:30 am Check in at Sovereign Hill
11:00 am Morning Tea
11:30 am Separate into groups for Sovereign Hill Orientation
12:00 pm Explore Sovereign Hill in small groups with adult supervision
1:30 pm Lunch
2:15 pm Explore Sovereign Hill in small groups with adult supervision
5:30 pm Depart Sovereign Hill for accommodation to prepare for dinner
6:00 pm Dinner
7:30 pm Tabloid Games
9:00 pm Bedtime

Tuesday 6th November

7.30 am Breakfast
9:00 am Participate in School Day in Colonial Australia in costume at the Sovereign Hill School. (Most clothing is provided but some items must be packed – please refer to clothing list)
3:30 pm Supervised Activities at Sovereign Hill
5:30 pm Return to Sovereign Hill Lodge and prepare for dinner
6:00 pm Dinner
Dusk Attend interactive Sound and Light Show at Sovereign Hill - Blood on the Southern Cross

Wednesday 7th November

7.30 am Breakfast
9:00 am Participate in School Day in Colonial Australia in costume at the Sovereign Hill School. (Most clothing is provided but some items must be packed – please refer to clothing list)
12:00 pm Lunch
3:30 pm Depart Sovereign Hill
5:00 pm Arrive Kennington Primary School

The Colonial School
Upon arrival at the school in period costume, the students will be seated, rules explained and monitors chosen before morning recess.

The remainder of Day 1, and most of Day 2, is spent in using school equipment and materials in the style of the 1850s. (All lessons are based on original materials of the Irish National System of the mid-19th century.) Lessons may include Copperplate Writing (using slates, pencils, pens), Proverbs, Reading, Grammar, Spelling, Arithmetic, Geography, Needlework, Drawing and many other activities. A visit from the Inspector, Doctor, Priest or Vicar is always a possibility! Part of Day 2 is spent visiting some of Sovereign Hill’s historical businesses to highlight aspects of the lifestyles of the time.

(When dropping off and collecting children, please do not park in the bus zone. When collecting your child please have their name marked off the roll.)
Kennington Primary School

Grade 4 Sovereign Hill Camp
Department of Education and Early Childhood Development
Parent Camp Consent

Name of school:
Kennington Primary School
Phone: (03) 5443 2011       Fax: (03) 5441 7321
Email: kennington.ps@edumail.vic.gov.au
Website: www.kenningtonps.vic.edu.au

Title of excursion:
Grade 4 Sovereign Hill Camp

Educational purpose of the program:
The camp is a part of the school's Outdoor Education & Physical Education Program and is designed to meet the following purposes:
- Development of organisational skills
- Development of cooperative living skills
- To assume responsibility of self and own belongings
- Development of an appreciation of colonial Australia and understandings of Australian history

Details of supervising staff:
All camp activities are conducted by qualified instructors from the camp.
Kennington Staff: Jason Hague, Natalie Sellick, Jess Gibbins – Others TBC

Cost:
$280.00 per child

Payment Schedule:
Deposit $70.00 due September 7th
Final Payment due October 12th

Payment Options:
Smaller payments may be made prior to the due date.
Final payment must be received by October 12th 2012.
(See Page 1 for payment options.)

Name and contact details of the 24-hour school emergency contact:
Sovereign Hill Lodge (03) 5337 1159

Departure details
Buses will depart from Kennington Primary School for Ballarat at 9.00am on the morning of Monday 5th November 2012.

Return details
Buses will return to Kennington Primary School at approximately at 5:00pm on Wednesday 7th November 2012.
All students must be collected by an adult and marked off the class roll.
Distance from expert medical care:
Distance from Hospital:  <5 km
Distance from ambulance:  <5 km
Distance from doctor:  1 km

Accommodation arrangements:
Type of accommodation: Dormitory style accommodation at the Comfort Inn Sovereign Hill Lodge, Bradshaw Street Ballarat.
Rooms have four to six bunk beds per room, with separate male/female bathroom facilities.
All rooms are connected with a single corridor.

Travel arrangements:
Transportation provided by: Organs Coachlines, Kyneton. All buses used by KPS are fitted with seatbelts.

Adventure activities to be undertaken or that may be offered to students throughout the program:
Nil.

Activities within this program present the potential for students to sustain physical injury. The following procedures will be implemented – along with other strategies – to manage the potential risks in the program.
All activities which present the potential for students to sustain physical injury will be conducted by trained personnel. Appropriate staff ratios will be maintained. Appropriate safety equipment will be utilised. A risk management plan will be implemented.

A risk management plan for this program has been developed by staff and is available for parents to review on request.

Attachments
☑ Daily itinerary
☐ Group equipment list (if relevant)
☑ Clothing list
☑ Medical form
☐ Further location descriptions (if applicable)
Kennington Primary School
Grade 4 Sovereign Hill Camp
5th – 7th November 2012
Department of Education and Early Childhood Development

Parent Camp Consent
(Please return Part A, Part B, Part C, the deposit of $70.00 and Medical Form D by Friday September 7th, or Part A only, if your child is not participating.)

Parent consent
I have read all of the attached information provided by the school in relation to the Grade 4 Sovereign Hill Camp.

☐ I give permission for my daughter/son ________________________________ (full name) to attend the Sovereign Hill Camp Monday 5th – Wednesday 7th November 2012.

Parent/guardian: ________________________________ (full name)
_________________________ (signature) __________ (date)

In case of emergency I can be contacted on:
_________________________ OR:
_________________________

☐ I have attached $70.00 to this note
☐ I have attached $_______ to this note
☐ I am in credit at the school office. (This will be verified by the school office.) Please deduct $______.

This note and appropriate payment must be forwarded to the school office by Friday September 7th to allow for bookings to be confirmed. Late notes and payment will not be accepted after this date unless prior arrangements with Glenda Miller have been made.

OR

☐ I have read all of the attached information provided by the school in relation to the Grade 4 Sovereign Hill Camp

☐ I do not give permission for my daughter/son ________________________________ (full name) to attend the Sovereign Hill Camp.

Parent/guardian: ________________________________ (full name)
_________________________ (signature) __________ (date)
Consider the following carefully before signing.

**Student behaviour**
'I understand that in the event of my son's/daughter's misbehaviour or behaviour that poses a danger to himself/herself or others during the camp, he/she may be sent home. I further understand that in such circumstances it will be my responsibility or an adult designated by me to collect my child from the camp.

**Photograph/Digital images consent**
'I consent to my child being photographed and/or visual images of my child being taken during activities for use in the school's publications, school's website or for publicity purposes without acknowledgment and without being entitled to any remuneration or compensation.' [Strike out if you do not consent]

**Consent for emergency transportation**
'In the event of an emergency I consent to my child being transported in a privately owned vehicle driven by a member of the supervisory staff listed above.' An ambulance will be called in an emergency.

**Student accident insurance**
The Department of Education does not provide student accident cover. Parents may wish to obtain student accident insurance cover from a commercial insurer, depending on their health insurance arrangements and any other personal considerations.

<table>
<thead>
<tr>
<th>Child's Name (please print)</th>
<th>Child's Grade</th>
<th>Child's Teacher's Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent’s Name (please print)</td>
<td>Parent’s Signature</td>
<td></td>
</tr>
</tbody>
</table>

🚨 CAMP PHOTOGRAPHY PERMISSION
(Note this is for camp use and does not apply to staff members taking photographs)

**CAMP NON PHOTO PERMISSION**

- I do **NOT** give permission for staff at the Sovereign Hill Camp to photograph and/or film my child/ren whilst at camp. (These pictures or films may be used by Sovereign Hill Camp for marketing purposes including advertising, websites, brochures or other publications.)

OR

- I do **GIVE** permission for staff at the Sovereign Hill to photograph and/or film my child/ren whilst at camp. (These pictures or films may be used by Sovereign Hill Camp for marketing purposes including advertising, websites, brochures or other publications.)

<table>
<thead>
<tr>
<th>Child’s Name (please print)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Parent’s Name (please print)</td>
<td>Parent’s Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>
Confidential Medical Report for School Camps

This report is intended to assist the school in case of any medical emergency with your child. All information is held in confidence.

Child’s Name ………………………………………………………………………………………………………………………………
Date of Birth ……………………………………………… School Year ………
Parent’s/Guardian’s Full Name ……………………………………………………………………………………………………
Address ………………………………………………………………………………………………………………………………………
……………………………………………………. Postcode …………………..
Emergency Telephone: After Hours ……… Mobile ………………….Business ……………
Medicare No. ………………………………………..
Medical/Hospital Insurance Fund ……………………… Contribution No. …………………
Are you a member of the Victorian Ambulance Service ☐ YES ☐ NO

Please tick if your child suffers any of the following:
☐ Bed wetting ☐ Fits of any type ☐ Heart condition
☐ Dizzy spells ☐ Sleepwalking ☐ Asthma
☐ Blackouts ☐ Migraine ☐ Travel sickness ☐ Other

Please provide more information to Camp Organiser if you have ticked any of the above
…………………………………………………………………………………………………………………………..
…………………………………………………………………………………………………………………………..

A current, signed, Asthma Plan must be provided if relevant to your child.

Allergies to:
☐ Penicillin ☐ Any Foods ☐ Other Drugs ☐ Other allergies

Please provide more information to Camp Organiser if you have ticked any of the above
……………………………………………………………………………………………………………………………………..
……………………………………………………………………………………………………………………………………..

A current, signed, Anaphylaxis Plan must be provided if relevant to your child.

Tetanus Immunisation: Last tetanus immunisation was …………… If over ten years since immunisation, please tick if booster is to be arranged by parents before the camp. ☐ Booster date ……………………………

Tablets and Medicines
1. Is your child presently taking tablets and/or medicine? ☐ YES ☐ NO
   If yes, please state name of medication, dosage etc

2. All medicines must be handed to the teacher in charge prior to leaving, with the child’s name and dose to be taken and when it should be taken. (These will be kept in the First Aid Centre and administered as required.)
   Please do not allow children to be in possession of any medicines while on the camp or excursion.

Previous Experience
Is this the first time your child has been away from home? ☐ YES ☐ NO

Consent to Medical Attention
I authorise the teacher in charge of the camp to consent, where it is impracticable to communicate with me, to my child receiving such medical or surgical treatment as may be deemed necessary.

Parent Signature …………………………………………………………………   Date ………………………………..
Parent Name ……………………………………..