



## Stage 3 Canberra Excursion Wednesday 31<sup>st</sup> October- Friday 2<sup>nd</sup> November 2018

Dear Parents/Carers,

Students from Year 5 & 6 will be participating in an excursion to Canberra from Wednesday 31st October to Friday 2nd November 2018. The excursion will supplement learning units on the Federal Government and Australian History. A draft itinerary is attached and provides an outline of the places being visited.

The total cost of the excursion will be between \$310- \$360 per student, based on the overall number of students who take part. **A compulsory, non-refundable deposit of \$80 must be paid by Friday 6<sup>th</sup> April (Week 10, Term 1) to secure your child's place on the excursion.** Deposits and payments cannot be refunded unless a medical certificate is produced. This is necessary as the school has prepaid some costs to the venue and calculated the estimated cost of the excursion per person. Please be aware that we need to meet minimum numbers for this excursion to go ahead, so return of the Permission note below and payment of the deposit are required by the due date.

To support parents in paying for the excursion Stage 3 will be fundraising by holding a Pie Drive early in Term 2. Money raised by individual students from the Pie Drive will be deducted from the student's final payment. In the past many students who have participated in the pie drive have successfully contributed to a greatly reduced excursion cost.

Timeline of due dates for payments for the excursion:

Holding Deposit: \$80 by Friday 6<sup>th</sup> April (Term 1, Week 10)

2<sup>nd</sup> Payment: \$70 by Friday 25<sup>th</sup> May (Term 2, Week 4)

3<sup>rd</sup> Payment: \$75 by Friday 29<sup>th</sup> June (Term 2, Week 9)

4<sup>th</sup> Payment: \$75 by Friday 17<sup>th</sup> August (Term 3, Week 4)

5<sup>th</sup> Payment: Remaining total between \$10- \$60 by Friday 21<sup>st</sup> September (Term 3, Week 9) – final payment amount will be advised during Term 2, once student numbers attending excursion are confirmed.

Please note **full payment must be finalised by Friday 21<sup>st</sup> September 2018.**

The cost includes coach travel, entry fees to all venues, dinners, accommodation and a packed lunch on Thursday 1st and Friday 2nd November. Students will need to bring a packed recess and lunch on Wednesday 31<sup>st</sup> October.

Medical forms, clothing requirements and additional information will be sent home during Term 2 and 3.

It is a serious responsibility for staff to care for students on an overnight excursion so only those children who have demonstrated appropriate behaviour at school and on previous excursions, will be considered for inclusion. ***If a child has been suspended prior to the excursion, they must satisfy the requirements of an excursion behaviour contract and risk assessment for the remainder of the time leading up to the excursion. Failure to meet these requirements will result in exclusion from the excursion.***

Should you have any concerns or queries including supported payment options please contact me through the school office.

Thanking you

Alison Croker  
Stage 3 Excursion Coordinator

Glen Bourke  
Principal

## Stage 3 Canberra Excursion

**Date:** Wednesday 31<sup>st</sup> October- Friday 2<sup>nd</sup> November 2018  
**Classes:** 5 Cockatoo (Miss Scott), 5/6 Galah (Mr Neal), 5/6 Goanna (Miss Wyatt)  
**Cost:** \$310 - \$360 per student – final cost to be advised in Term 2  
**Deposit of \$80 is compulsory and must be paid by Friday 6<sup>th</sup> April (Term 1, Week 10) to secure a place on the excursion.**

**Tour Company:** Away We Go Tours

**Accommodation:** Ibis Styles Canberra Eaglehawk Resort  
(1222 Federal Highway, Canberra. Emergency contact only: 6241 6033)

**Accompanying Teachers:** Miss Croker, Mr Neal, Miss Scott, Miss Wyatt



### PERMISSION NOTE – Year 5/6 Canberra Excursion 2018

I give permission for my child \_\_\_\_\_ of class \_\_\_\_\_ to participate in the overnight excursion to Canberra from Wednesday 31st October to Friday 2nd November 2018.

*Please read each statement and tick all boxes to indicate understanding and consent:*

- I understand that students on the excursion will be supervised by Miss Croker, Mr Neal, Miss Scott and Miss Wyatt.
- I understand travel will be by coach, as arranged by *Away We Go Tours*, in consultation with organising staff at Orange East Public School.
- I understand the excursion group accommodation will be at the Ibis Styles Canberra Eaglehawk Resort.
- I give permission for my child to receive medical treatment in case of emergency.
- I enclose \$80.00 being the non-refundable holding deposit (or complete Online Payment slip below).

*Please contact the excursion organiser if you have specific information/requests that may be required to assist the planning of the excursion for your child. Medical Information forms will be sent home to parents in Term 3.*

\_\_\_\_\_  
Signature of Parent or Carer

\_\_\_\_\_  
Date

### ONLINE PAYMENT DETAILS

Go to: [www.orangeeast-p.schools.nsw.edu.au](http://www.orangeeast-p.schools.nsw.edu.au)  
Click on \$Make a payment icon

I have made an Online payment  
(Payment must be made by: 06/04/2018)

**Canberra Excursion Deposit \$80**

on:

\_\_\_\_\_  
Description Ref (to be entered when making payment online)

\_\_\_\_\_  
Online Receipt No:

\_\_\_\_\_  
Date Paid

I certify payment has been made online. \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

## Canberra Excursion Draft Itinerary:

### Day 1 - Wednesday 31<sup>st</sup> October 2018

6.10am	Coaches and Students to arrive at School (Spring St bus area)
6.30am	Coaches to depart school
	Morning tea stop along the way ( <b>provide own recess</b> )
11.00am	Lunch ( <b>provide own</b> )
11.30am	Australian Institute of Sport – Tour & Sportex
1.30pm	National Museum of Australia – teacher guided
3.00pm	National Capital Exhibition – Guided tour
4.00pm	Depart for accommodation via Mt Ainslie Lookout
5.00pm	Arrive accommodation <b><i>Ibis Styles Eaglehawk Resort</i></b>
6.00pm	Dinner
	Night activities at accommodation

### Day 2 – Thursday 1<sup>st</sup> November 2018

7.30am	Breakfast / Collect lunch packs at accommodation
8.00am	Depart for Parliament House
9.00am	Parliament House –Education, Tour & Hospitalities
9.30am	National Museum of Australia – ‘Meet the People’ Guided tour
12.00pm	Lunch (packs provided)
12.30pm	Australian War Memorial orientation
12.45pm	Australian War Memorial – ‘We Will Remember Them’ program
1.30pm	Australian War Memorial tour
3.15pm	Questacon
5.00pm	Depart for accommodation
6.00pm	Dinner
7.30pm	Visit to Telstra Tower
8.30pm	Return to accommodation

### Day 3 – Friday 2<sup>nd</sup> November 2018

7.00am	Breakfast / Collect lunch packs/ Pack coach
8.30am	Depart for Old Parliament House
9.30am	Museum of Australian Democracy – ‘Who’s the Boss?’ program
11.30am	Electoral Education Centre program
12.30pm	Lunch (packs provided)
1.30pm	Depart for home
	Dinner on way home at Cowra McDonalds ( <b>own expense</b> )
6.00pm	Approximate arrival time at Orange East PS

**If Paying Online please complete the below payment slips and forward to school after payment has been made. Thank you.**

### **ONLINE PAYMENT DETAILS**

Go to: [www.orangeeast-p.schools.nsw.edu.au](http://www.orangeeast-p.schools.nsw.edu.au)

I have made an Online payment

Click on \$Make a Payment icon

(Payment must be made by: 21/09/18)

Canberra Excursion – Final Payment (remaining total tba)

on:

\_\_\_\_\_  
Description Ref (to be entered when making payment online)

\_\_\_\_\_  
Online Receipt No:

\_\_\_\_\_  
Date Paid

I certify payment has been made online. \_\_\_\_\_ Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Signature

### **ONLINE PAYMENT DETAILS**

Go to: [www.orangeeast-p.schools.nsw.edu.au](http://www.orangeeast-p.schools.nsw.edu.au)

I have made an Online payment

Click on \$Make a Payment icon

(Payment must be made by: 17/08/18)

Canberra Excursion - 4<sup>th</sup> Payment \$75

on:

\_\_\_\_\_  
Description Ref (to be entered when making payment online)

\_\_\_\_\_  
Online Receipt No:

\_\_\_\_\_  
Date Paid

I certify payment has been made online. \_\_\_\_\_ Parent/Guardian Signature

I certify payment has been made online. \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

### **ONLINE PAYMENT DETAILS**

Go to: [www.orangeeast-p.schools.nsw.edu.au](http://www.orangeeast-p.schools.nsw.edu.au)

I have made an Online payment

Click on \$Make a Payment icon

(Payment must be made by: 29/06/18)

Canberra Excursion – 3<sup>rd</sup> Payment \$75

on:

\_\_\_\_\_  
Description Ref (to be entered when making payment online)

\_\_\_\_\_  
Online Receipt No:

\_\_\_\_\_  
Date Paid

I certify payment has been made online. \_\_\_\_\_ Parent/Guardian Signature

I certify payment has been made online. \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

### **ONLINE PAYMENT DETAILS**

Go to: [www.orangeeast-p.schools.nsw.edu.au](http://www.orangeeast-p.schools.nsw.edu.au)

I have made an Online payment

Click on \$Make a Payment icon

(Payment must be made by: 25/05/18)

Canberra Excursion – 2<sup>nd</sup> Payment \$70

on:

\_\_\_\_\_  
Description Ref (to be entered when making payment online)

\_\_\_\_\_  
Online Receipt No:

\_\_\_\_\_  
Date Paid

I certify payment has been made online. \_\_\_\_\_ Parent/Guardian Signature

I certify payment has been made online. \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature