30th January 2015

Dear Parents/Guardians,

Please find below the details of the year 5 camp to be held in week 1 of term 2 2015. We need to organise the first payment now as an ‘expression of commitment’ to attend the camp. The final cost of camp will depend on the number of students attending. The camping program is an important part of our Outdoor Education program. There are approximately 100 students in year 5 in 2015 and we would like ALL students to attend.

VENUE: Forrest Edge
405 McKenzie Road
Neerim East (situated near Warragul)

DATES: Monday 13th April to Thursday 16th April 2015

COST: Approximately $365 (GST is charged on meals only)
This quote is based on 80% of students attending.

Dates of payments:
First non refundable deposit $100 due Friday 27th February 2015
Second payment – $265 (this is subject to change depending on the number of students attending) due Term 1 2015 (Date TBA)

STAFF: One adult for every 10 students.

TRAVEL: Bus (with seatbelts) Name of bus company: Panorama Coaches

PARENT HELPERS:
When we have determined the number of children attending the camp, we will know exactly how many extra adults will be required to ensure the 1:10 ratio. At this stage we have 5 teachers who will be attending. We will probably need about 5 parents and we would like at least 3 males. Parents helping on camp will be required to undergo a Working With Children check, be available for the 4 days of camp, work long hours, cope with late nights and early mornings, help with the constant supervision of children, participate in all activities and duty groups, be caring, understanding and patient, have HEAPS of energy and a good sense of humour, be available for ALL students – not just your own. No cost will be involved, as you will be covered in the staff ratio. If you believe you can meet this job description, please indicate below that you wish to be considered as a parent helper.

STAFFING FOR CAMPING PROGRAM (extract taken from school policy)

- The Principal has final approval of staffing profile.
- One adult to ten students (legal requirement) at no charge to the adults.
- All adults to have a Working With Children check, school to pay for parent volunteers.
- Minimum of 50% of the adults to be qualified teachers to fulfil ratio.
- Minimum of one senior teacher (Leading Teacher, Assistant Principal, Principal) employed by the school, to be the camp coordinator.
- Aim for gender balance where possible.
- In line with other considerations, as School Council has to approve school camps and is legally responsible, priority will be given to one non DEECD school councillor who has not previously attended a camp.
- As part of pre-service training, priority given to one pre-service teacher to attend.
- Remaining free places given to parents –
  - priority to trained nurse, doctor or first aid personnel
  - priority to parents who are known to the school through their interaction with the school at parent/teacher/student interviews, school occasions and volunteer work. These occasions provide
opportunities for parents to display the attributes we look for when seeking help with particular responsibilities such as a camp
  - priority to parents who will take on a “de facto” staff role
  - after all criteria have been looked at, the principal has final approval of the staffing profile
  - if a parent has decided that their child (who has a serious medical problem) can only go on the camp so long as the parent attends, then the parent is deemed as being out of the adult ratio and would be required to pay their own way. The school will negotiate to get transport and accommodation at a reduced rate, where possible.

ON SITE ACTIVITIES:
Camp activities include flying fox, trampoline, climbing wall, river tubing, swimming, archery, orienteering, bush cooking, low ropes and initiative course. Visit the following website http://www.forestedge.cyc.org.au to explore what the camp has to offer.

In order to finalise arrangements and calculate the precise cost of the camp, we need to know the exact number of students attending as soon as possible.

To confirm your child’s place, please complete the details below and return it with a non-refundable deposit of $100 by Friday the 27th February 2015. Further details including the exact cost will follow when final numbers are known. The next letter will include the payment slip for the final payment. PLEASE NOTE – NO LATE PAYMENTS WILL BE ACCEPTED.

If you have any queries, please contact the school on 9404 4311.

Year 5 Staff

 cientific permission
I give permission for my child ________________________________ of home group ______________ to attend the year 5 camp to Forest Edge, Neerim East and I enclose $100 as a non refundable first payment.

Name ________________________________ Phone no: ________________________________

Date ______________ Signature ______________ ______

Amount enclosed: ________________ Cash / Cheque / Credit Card / QKR

I am interested in being a parent helper on camp.

Name of interested parent ________________________________

Daytime phone number ________________________________ (You will be contacted as soon as possible)

PLENTY PARKLANDS PRIMARY SCHOOL – CREDIT CARD VOUCHER (to be used for amounts of $10 and over)

Child’s name: __________________ Home group: ____________ Payment for: i.e. Camp ____________________

Please charge my: □ Bankcard □ Visa □ Mastercard Amount: $ ________________

Card Number __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __

Expiry Date: __ __ / __ __ Name on Card: ________________________________

Signature of Cardholder: ________________________________ Phone No. ____________________ Date: ________________