

21 March 2024

Excursion Permission Note for Parents

Kindergarten National Zoo & Aquarium Excursion

I give permission for my child _____ in class _____ to attend the **Duffy Primary School** excursion to the National Zoo & Aquarium on 7 May 2024 travelling by bus, and other details as outlined in the Excursion Information for Parents (including contingency plans).

I agree to my child participating in the activities associated with this excursion mentioned previously. I have discussed with my child the need for expected behaviour on this excursion. I authorise the school to make arrangements for the welfare of my child (including medical or surgical treatment) in an emergency and I agree to meet the associated costs. I have provided to the school all medical information relevant to my child attending this excursion.

I agree that my child will be under the authority of the school for the duration of the excursion and that the school is authorised to return my child to school or home at my expense if the school considers that circumstances warrant such action. I give permission for my child to travel by private car, driven by a staff member or parent, in an emergency.

The [Medical Information and consent](#) form only needs to be completed once/year prior to the first excursion unless there are changes to the details on this form. **Are there any changes to this form?**

Yes ☐ No ☐

If yes, an updated *Medical Information and Consent Form* is required to be completed (available through the front office).

Will your child require medication to be administered during the excursion (e.g. allergy medication, pain relief)?

Yes ☐ No ☐

If yes, please complete a *Medication Authorisation and Administration Record* (available through the front office).

Is there any additional information you need to provide to support your child's participation in this excursion?

Yes ☐ No ☐

If yes, please provide these details:

Please provide the following information:

Medicare Number:			
Private Health Fund:		Membership No.:	
Ambulance Fund: Parents are responsible for ambulance costs outside the ACT.			

Name of Parent/Carer: (please print) _____

Signature: _____ Date: _____

Payment Slip

I am paying the amount of \$ _____ for

Student Name: _____ of class: _____

to attend the **Kindergarten National Zoo & Aquarium Excursion on 7 May 2024.**

☐ **Electronic Funds Transfer** to our bank account

Acct name: Duffy Primary School

BSB: 032777

Acct no: 001228

Reference: ZOO and child's name

Please email details of payment to alice.lollback@ed.act.edu.au when completed

☐ **Quickweb** via our school website (Please use your Family Key, Student key and [Click or tap here to enter text.](#) as the identifier)

☐ **Credit Card** by telephone to the school office 02 6142 2510, via the payment tab on our school website or by completing your details below and returning to the school office

Card No:

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 Expiry Date: _____

Name on card (*Please print*): _____ Signature: _____

☐ **Cash or Cheque** at the school office

If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (EDU) This information is necessary for us to manage student participation in excursions and support the welfare and safety of your child. If you do not consent to supply us with this information your child will be unable to participate in the excursion. Normally, we will not use or disclose this information for another purpose, without your consent, unless you would reasonably expect us to use or disclose the information for a related purpose. Normally we only share information with school staff and, where necessary, parents or volunteers assisting with the excursion to appropriately and effectively manage the excursion. The Directorate has a privacy policy that explains how we handle personal information, including how we handle privacy complaints. The policy is available on the Directorate's website (www.det.act.gov.au) on the About Us page.