

Excursion Details			
Date of Excursion: 10 <sup>th</sup> April 2018		Cost: \$28 per child	
Destination/Venue (name, address, distance from centre): White Ridge Farms, 130 Hamilton Rd, Elimbah QLD 4516 79kms from Service to White Ridge Farm			
Time of Departure from SAAC:	8:30am sharp	Time of Arrival to Venue:	9:30am
Time of Departure from Venue:	2:00pm	Time of Arrival to SAAC:	3:00pm
Time of arrival for children on the day of Excursion:	8:00am		
Transport Details			
Children will be travelling by:			
<input checked="" type="checkbox"/> <b>Bus</b>	<input type="checkbox"/> <del>College Mini Bus</del>	Restrains Fitted?  <b>Yes</b> No	
<input type="checkbox"/> <del>Train</del>	<input type="checkbox"/> <del>Walking</del>		
<input type="checkbox"/> <del>Private Vehicle</del>	<input type="checkbox"/> <del>Other</del> _____		
Staff to Child Ratios			
During excursions, ratios remain the same as on the Centre premises, however a risk assessment is first conducted to assess any hazards and risks which determines staff to child ratios during the excursion.  <i>National Law: Sections 165, 167, 174 National Regulations: Regulations 101, 176, 166, 168</i>  A risk assessment has been conducted and is available from the director for viewing.  The ratios that will be adhered to for this excursion will be: 1 Adult to 8 Children. We anticipate there to be approximately 64 children in attendance with 8 educators.			
Purpose of Excursion & Activities Provided			
Purpose: For the Vacation Care children to experience life on a farm, including how to care for animals.		Activities: Feeding animals, patting animals, treasure hunt, tractor ride, playground.	
Items to Bring		Medication	
Water bottle Lunch box with ice pack Enclosed walking shoes Spare clothes		Please tick your child will need to take medication on the excursion. If you tick the box, please talk to a staff member about completing the appropriate medication form.  YES <input type="checkbox"/> My child needs to take medication	
Parent Permission			
I, _____ (parent name) give permission for my child _____ (child name) to attend this excursion.  I authorise the staff member in charge to act on my behalf if necessary.		Parent Signature: _____  Date: _____	

**For SAFETY on EXCURSIONS the following must be adhered to:**

- Children must arrive by the designated time (as above), as we need to go through our excursion guidelines before boarding the bus or leaving the school grounds.
- For your child's wellbeing, they must wear closed in shoes, a broad brimmed hat (provided by OSHC) and sun smart clothing.
- In fairness to all children no lunch money/spending money is to be brought.
- Please note risk assessments are completed for ALL excursions. Please see the Centre Director (for Little Saints) or the Co-ordinator (for OSHC) if you wish to view these.
- Notice is displayed at OSHC entrance or Little Saints Room with excursion details & any unavoidable changes to itinerary if made.

**CHILDREN'S Excursion Checklist for OSHC Students – Child # 1**

(Children need to read each point with their parent, sign & return these guidelines)

- I will listen carefully and always follow our Educators' instructions.
- I will not leave my excursion group without an educator.
- If I see another child not following our guidelines, I will tell an educator.
- I must wear closed in shoes and socks, sunhat and SunSmart clothing e.g. covered clothing
- I must bring my own bag, lunch & water bottle (separate to my brother/sister)
- I will wear a red St Andrews OSHC wristband and a vacation care hat, and will keep these on until returning to vacation care.

Child name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CHILDREN'S Excursion Checklist for OSHC Students - Child # 2**

(Children need to read each point with their parent, sign & return these guidelines)

- I will listen carefully and always follow our Educators' instructions.
- I will not leave my excursion group without an educator.
- If I see another child not following our guidelines, I will tell an educator.
- I must wear closed in shoes and socks, sunhat and SunSmart clothing e.g. covered clothing
- I must bring my own bag, lunch & water bottle (separate to my brother/sister)
- I will wear a red St Andrews OSHC wristband and a vacation care hat, and will keep these on until returning to vacation care.

Child name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CHILDREN'S Excursion Checklist for OSHC Students - Child # 3**

(Children need to read each point with their parent, sign & return these guidelines)

- I will listen carefully and always follow our Educators' instructions.
- I will not leave my excursion group without an educator.
- If I see another child not following our guidelines, I will tell an educator.
- I must wear closed in shoes and socks, sunhat and SunSmart clothing e.g. covered clothing
- I must bring my own bag, lunch & water bottle (separate to my brother/sister)
- I will wear a red St Andrews OSHC wristband and a vacation care hat, and will keep these on until returning to vacation care.

Child name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_