

Tuesday 23<sup>rd</sup> August

# Montville State School

## 2023 Canberra Trip



Dear Parent/Guardian

Montville State School invites interested students in **years 5 and 6** to have the opportunity to attend our Canberra Trip.

Additional risk assessment measures have been completed to align with COVID-19 management guidelines such as, good hygiene practices. Students are required to bring their own water bottles and use safe handwashing practices.

Parents/Guardians are now required to give consent on the attached permission form for their child's name and school contact details to be provided to the excursion venue as per Qld Health guidelines. In the event that contact tracing is necessary, public health officials will be able to seek further details from the school for the students in attendance.

Please complete the permission form attached and return it to the school office with payment by **4<sup>th</sup> October 2022**

<b>PAYMENT AND IMPORTANT INFORMATION:</b> Payment <b>must</b> be made by the <b>excursion payment closing date</b> to allow for accurate processing. Online payments made after the online closing date may not be processed on time and your child may miss being included in the final roll. The attached permission form must accompany excursion payment. <b>Students cannot be included on the excursion roll without a signed permission form.</b>		
<b>VENUE:</b> A full list will be available at the start of Term 4 2022.		
<b>DATES:</b> JULY 2023	<b>Cost per student:</b> Estimated between \$1000 - \$1250 <b>Non-refundable \$400 deposit required to secure place.</b>	<b>Mode of Travel:</b> <b>Planes and Buses</b>
<b>ASSEMBLY TIME:</b> TBA	<b>APPROX.TIME OF RETURN:</b> TBA	
<b>MEAL REQUIREMENTS:</b> TBA		
<b>UNIFORM REQUIREMENTS:</b> All students are required to wear school uniform with enclosed footwear. All students engaging in this activity are strongly encouraged where practicable, to be sun safe by wearing a broad brimmed hat and SPF 30+ broad spectrum sunscreen while in the sun.		
<b>OTHER INFORMATION:</b> It is EQ policy to notify parents of activities involving high risk. This activity is deemed a <b>High Risk</b> activity. Further information regarding the curriculum activity risk assessment can be obtained from Principal, Adam Montgomery, on <a href="mailto:amont14@eq.edu.au">amont14@eq.edu.au</a> . It is also an expectation that all students participating are in regular school attendance and are actively engaged in being Independent, Responsible Community Members, Carers of the Environment and Life Long Learners.		
<b>MEDICAL INFORMATION:</b> Please complete permission form attached.		

Yours Sincerely

Adam Montgomery  
Principal

Emily Smith  
Teacher

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## 2023 Canberra Trip

### EXCURSION: Canberra Trip

DATE : July 2023

**COST : \$400 non-refundable deposit to be paid by October 4th 2022, this is to cover the initial cost of booking flights. No payment plans are available for the deposit; however, payment plans will be available for the remaining balance.**

Please tick and sign and return to the school office with payment by the following date: **Tuesday 4<sup>th</sup> October, 22**

- When paying through the **office**, excursion payment closing date is: **Tuesday 4<sup>th</sup> October, 22**
- When paying **online**, excursion payment closing date is: **Thursday 29<sup>th</sup> September, 22**

**Permission form must accompany excursion payment Students cannot not be included on the excursion roll without a signed permission form.**

**Refund Guidelines:** All requests for refunds must be made within 30 days of the activity, on the Request for Refund Form. Available from the administration office. It is preferred that refunds are processed as a credit to the student's account for use against future costs. If payment in advance is made by the school to the venue no refund will be available. Transport costs may also be deducted from refunds due to our costing Schedule.

**Payment conditions:** As per conditions of the student Resource Scheme and Education Qld policy student participation in activities such as excursions, camps, sport may be restricted if fees are not fully paid or an arrangement is not in place and up to date. Essential Learning activities will not be restricted. **Parents experiencing financial difficulties are encouraged to contact the school to discuss this.**

### Please indicate

- Yes**, I do give permission for my child to attend the **2023 Canberra Trip**. I have included the payment of **\$400 deposit to secure a place** and completed the payment details below.
- No**, I do not give permission for my child to attend the excursion.
- I have ensured that Montville State school has current and accurate medical details and emergency contact details for my child.
- My details have changed and are now as follows

### Activity risks and insurance

Please note that the Department of Education does not have personal accident insurance cover for children/students. If your child is injured as a result of an accident or incident while participating in the activity, all costs associated with the injury, including medical costs are the responsibility of the parent/carer. Some incidental medical costs may be covered by Medicare. If you have private health insurance, some costs may also be covered by your provider. Any other costs must be covered by parents/carers. It is up to all parents/carers to decide the type/s and level of private insurance they wish to arrange to cover their child. Please take this into consideration in deciding whether or not to allow the child/student to participate in this activity

**STUDENT NAME** \_\_\_\_\_ **ROLL CLASS** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

#### PAYMENT DETAILS

Amount Paid; \$.....

Date Paid; ..... / ..... / .....

Payment method

- Cash
- Cheque
- EFTPOS
- BPOINT receipt #

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- QParents Receipt #

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#### PAYMENT METHODS

##### AT THE OFFICE

##### CREDIT CARD

Cash, Cheque, Card payments accepted

Phone 1300 631 073. You will need your customer reference number (CRN) and Invoice Number printed on the invoice received from the school.

**Please note we are not able to take payments over the phone in the school office**

##### BPOINT

Go to web address <http://www.bpoint.com.au/payments/dete> or click on the weblink at the bottom of the invoice You will need your customer reference number (CRN) and Invoice Number printed on the invoice received from the school.

##### QPARENTS APP

For information and registration and login, visit the QParents website. <https://qparents.qld.edu.au/#/login> or download the app.