



**Canberra High School**  
— ESTABLISHED 1938 —

Dear Parents/Carers,

The end of the school year is quickly approaching and there are many things that will be happening over the term. Firstly, as a reminder students are **expected to be at school until Friday 3rd of December** in order to meet attendance requirements for the ACT Year 10 Certificate. Classes will still be operating, and students are expected to be in classes as per their timetable. A reminder that the awarding of a Year 10 Certificate is based on successful completion of the following criteria: academic performance, attendance and behaviour. All outstanding absences need to be explained.

**Year 10 End of Year Events:**

1. Activities Day
2. Year 10 Farewell Assembly/ Brunch
3. Year 10 Formal
4. Year 10 Graduation
5. Permission Notes (at the bottom of information letter)

**Phone** 02 6142 0800 • **Fax** 02 6142 0806

Ngunnawal Country

**Address** Bindubi Street Macquarie ACT 2614

**Email** [info@canberrahs.act.edu.au](mailto:info@canberrahs.act.edu.au) • **Web** [www.canberrahs.act.edu.au](http://www.canberrahs.act.edu.au)

**ABN** 16 237 342 597



## ACTIVITIES DAY

To celebrate the end of their time at Canberra High School, Year 10 students will be participating in end of year activity days. These activity days will allow all Year 10 students to spend time with their peers in a relaxed social setting before they transition into the next phase of their education.

On Wednesday 1st December we will be enjoying the waterslides at Big Splash Jamison. The cost of the excursion does include entry into the park and access to the waterslides. Students **will need to provide their own lunch on this day**. The canteen facilities will be available from 10:30-1:30, but will be **cash free**. Students will be able to pre order food from the canteen before the day, and this link will be provided closer to the date.

On Thursday 2nd December we will be walking from school to John Knight Park for activities and a BBQ lunch in a relaxed setting. **This day will be fully catered, and students will not need to bring their own lunch on this day.**

A permission note is located at the end of this information sheet.

### Excursion Details

<b>Dates:</b>	1st and 2nd December (Wednesday and Thursday)
<b>Venues:</b>	Big Splash Jamison (Wednesday) John Knight Park (Thursday)
<b>Times:</b>	All days will be normal school days and we will leave as a group from school
<b>Transport:</b>	Walking to Big Splash Jamison (Wednesday) Students will be dismissed from Big Splash to catch their normal school busses at 2.45pm  Walking to John Knight Park (Thursday) Students will be dismissed from John Knight Park at 2.15pm
<b>Activities Day Cost:</b>	<b>\$25</b> (to be paid to front office by Friday 19 <sup>th</sup> November)



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## **FAREWELL ASSEMBLY/BRUNCH**

On Friday 3<sup>rd</sup> December (Year 10 students' last day) there will be a farewell assembly in the hall where the rest of the school will farewell them. There will be no parents/carers or guests at this assembly. After the assembly, Year 10 students will have a catered brunch where they will have the opportunity to socialise with their peers and teachers. After the brunch students will leave to prepare for the formal. For this to happen your child will need to complete a permission note that is attached to this letter. Students must have returned the note to be allowed to leave school early. **No phone calls will be made on the day** (notes to be returned to their ACE teacher or directly to Mr lemma or Ms Nebelung).

### **SCHOOL RELATED MATTERS**

Please ensure your child has returned all library books to the library and any other resources borrowed. Prior to the last week of term, all year 10 students will be issued with a Leavers Form that must be signed by all their teachers to signify there are no outstanding matters related to each subject (for example text books etc) and cleaning out lockers. This leaver's form needs to be signed in appropriate places by teachers and parents/guardians and returned to the Front Office **before December 3rd**.

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**POST BRUNCH LEAVERS PERMISSION**  
*Please return this slip to your child's ACE teacher*

I give permission for my child .....ACE: .....

to leave school after the farewell brunch at approximately 11:15 am on **Friday 3rd December 2021.**

**Full name of Parent/Carer**(please print) .....

Contact telephone \_\_\_\_\_

Business hours: \_\_\_\_\_ After hours \_\_\_\_\_

Mobile: \_\_\_\_\_

**Signature of Parent/Guardian** ..... Date .....



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## **FORMAL**

As you are already aware the Year 10 class of 2021 will be celebrating the end of their time at The Arboretum with a formal on **Friday 3rd December**. The cost of the formal will be **\$150**. This will include a three-course meal, soft drinks on the evening, digital copies of photographs taken by a professional photographer and a copy of the 2021 Year 10 Yearbook.

### **FORMAL DROP OFF**

The formal will be held at the Arboretum commencing at 6.00pm. **As a result of COVID 19 there will be no arrivals.** Students must be dropped to the front door of the Arboretum where they will be met by staff. Parents are **not permitted to leave their car** and we ask that you follow the instructions of the traffic controllers to ensure minimum congestion at The Arboretum. Attached is an information sheet provided by the Arboretum which outlines the requirements of the venue, as well as a map which indicates traffic information.

### **FORMAL PICK UP**

Students are expected to remain in the venue all evening and will be escorted to the drop off/pick up location. The formal concludes at 10:00pm. You will need to remain in your car at the car park location until your child has contacted you and indicated that they are awaiting pickup. Students will be marked off the roll once a parent/guardian is visible to the student and teacher. Please ensure that you are maintaining physical distance from other parents and do not congregate.

- **No student will be able to go home with another parent/carer without prior written permission. This permission form is located at the bottom of the formal permission note.**
- **All carers/guardians must complete this information even if you are taking your own child home.**

Please be familiar with the pickup map for the formal.

**Please be aware that the Year 10 formal is a privilege that teachers organise to celebrate an end to four years at high school. Students who do not consistently follow Canberra High School's CARES values (uniform, attendance, punctuality to class, respectful behaviour) may not be invited to attend. This will be at the discretion of the Principal. Payment does not guarantee attendance.**

*The school does not endorse, support, or encourage after formal parties.*

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### **PAYMENT - FORMAL**

A deposit of \$50 can be made at the front office and **will be required by Monday 8th November (Week 5)** and the **final balance paid by Friday 26th November (Week 7)**. If you would like to discuss any financial concerns, please contact Ana Pasalic on 6142 0800.

### **IMPORTANT DETAILS/YEAR 10 FORMAL**

**Venue:** The Arboretum  
**Arrivals From:** 5.30 – 6:00pm  
**Photos on the Deck:** 6:00 – 6:20pm  
**Formal Function:** 6.20pm – 10.00pm

**Contact Details:** Deputy Principal (Melissa Beattie) - Phone Number: 0466940203

## **GRADUATION**

Year 10 Graduation will be Wednesday 8th December. The Graduation is a ticketed event to ensure that we have contact tracing details. Each student is able to have **2 guests** present at the graduation. To accommodate this, we will also live stream the graduation and have a recording made so that you will have access to it. **Please do not congregate after the graduation on school premises.**

**IMPORTANT:** Guests will need to register their details if wanting to attend this event. More information about this will be provided closer to the date.

If you have any further questions about any of the above please feel free to contact Alysha Nebelung or Jace Iemma on 6142 0800 or via email at [alysha.nebelung@ed.act.edu.au](mailto:alysha.nebelung@ed.act.edu.au) or [jace.iemma@ed.act.edu.au](mailto:jace.iemma@ed.act.edu.au)

Yours sincerely,

Alysha Nebelung and Jace Iemma  
Year 10 Co-ordinators

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## IMPORTANT DATES FOR THE FRIDGE!

<b>Date</b>	<b>Event</b>
8th November	Formal Deposit Due (\$50)
19th November	Activities payment and permission note due (\$25)
26th November	Final balance of formal payment and permission note due (\$100) *no extensions
1st December	Activities Day: Big Splash Day Out
2nd December	Activities Day: John Knight Park
3rd December	Year 10 Farewell Assembly/Brunch
3rd December	Formal at Arboretum
8th December	Graduation - 6:30pm for a 7:00pm start

<b>Event</b>	<b>Cost</b>
Year 10 Activities Day	\$25
Year 10 Formal	\$150 (this includes the Year 10 year book)



## YR 10 ACTIVITES DAY PERMISSION NOTE and MEDICAL INFORMATION

Please return this sheet, filled out with appropriate signatures and money to the front office **by Friday 19th November 2021**

I give permission for my child .....  
to participate in the Year 10 Activity Days on **Wednesday 1st and Thursday 2nd of December 2021** at Big Splash and John Knight Park.

I have read the attached information regarding this excursion and understand what it contains.

**Full name of Parent/Carer** (please print)  
.....

Contact telephone No's – Business hours: \_\_\_\_\_ Mobile: \_\_\_\_\_

**Signature of Parent/Guardian** ..... **Date** .....

**Medical (or dietary) concerns the teacher needs to be aware of for the day:**  
.....  
.....  
.....  
.....

If your child suffers any of the following an emergency treatment plan must be provided. Proforma plans are available from the school (NB. Without an emergency treatment plan the school can only provide first aid treatment):

- allergies       blood pressure       epilepsy       hay fever       nose bleeds
- asthma       diabetes       fainting       headaches       reaction to drugs
- bed wetting       eczema       fits or blackouts       heart condition       sight/hearing problems





**Consent to medical attention.** In the case of an emergency, I authorise the school, where it is impracticable to communicate with me, to arrange for the student to receive such medical or surgical treatment as may be deemed necessary. I also undertake to pay costs which may be incurred for medical attention, ambulance transport and drugs while the student is on the camp/excursion/outdoor adventure activity.

**Please tick your child/wards swimming ability:**

(50m  25m )

(Weak swimmer  Confident )

All students will undertake a swimming proficiency test at the beginning of the day.

Signed: \_\_\_\_\_ Parent/Carer \_\_\_\_\_ Date: \_\_\_\_\_

I (student name)..... have read and understood expectations of behaviour and agree to represent the school, my peers and self in a respectful manner.

**Full name of student**

(please print) .....

**Signature of Student** ..... **Date:**



## YEAR 10 FORMAL PERMISSION NOTE

***Please return this page, completed with appropriate signatures, to the front office by Friday 26<sup>th</sup> November.***

The accompanying staff member/s will take all reasonable care while the students are in their charge to protect them from injury and to control and supervise their behaviour and activities.

Parents should be aware that staff members are not responsible for injuries or damage to property, which may occur on an excursion where, in all circumstances, staff have not been negligent. Parents should inform children of the risk to themselves, to others and property, of impulsive, wilful or disobedient behaviour. All students attending will be expected to give their full commitment to ensuring that the excursion is enjoyable, safe and successful for everyone concerned. We expect that the students behave responsibly at all times, and that ***any misconduct will be treated seriously and may require offending students to be sent home at the cost to the parents / carers.***

**Reminder:** Payment and/or note does not guarantee attendance. (See information above)

### PERMISSION TO ATTEND THE FORMAL

I give permission for my child .....

to attend the Year 10 Formal at Canberra High School on **Friday 3rd December 2021**

I have read the attached information regarding this excursion and understand what it contains.

**Full name of Parent/Carer** (please print) .....

Contact telephone .....

Business hours: \_\_\_\_\_ After hours \_\_\_\_\_ Mobile: \_\_\_\_\_

**Signature of Parent/Guardian** ..... **Date** .....



## FORMAL PICK UP PERMISSION

I give permission for my child .....

to be picked up from the Year 10 Formal at Canberra High School on **Friday 3rd December 2021**

by.....at the conclusion of the event.

(parent/guardian name)\_\_\_\_\_ (phone number) \_\_\_\_\_

**Full name of Parent/Carer**(please print) .....

Contact telephone - Business hours: \_\_\_\_\_

After hours \_\_\_\_\_ Mobile: \_\_\_\_\_

**Signature of Parent/Guardian** ..... **Date** .....



FEE CODE: **FORMAL**

EXCURSION TITLE: **Formal**

FEE CODE: **EOY10**

EXCURSION TITLE: **EOY Activities**

**PAYMENT OPTIONS**

- 1. You can make a payment in person** at the school Mon – Fri between 8:15 am & 2:30 pm.
- 2. Canberra High School Website:** [www.canberrahs.act.edu.au](http://www.canberrahs.act.edu.au)  
**(QUICKWEB)**
- 3. Phone Payments** – Credit cards Phone: 61420800 or 61420809

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Amount: \$ \_\_\_\_\_

**Formal – Total cost \$150**

Amount: \$ \_\_\_\_\_

**Yr10 Activities – Total cost \$25**

**Total Amount**      \$ \_\_\_\_\_

Parent/Carer: \_\_\_\_\_ Student Name: \_\_\_\_\_



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Please debit my  Mastercard  Visa

Card Number:     -     -     -

Card Expiry Date: \_\_\_\_\_ Name on card: \_\_\_\_\_

Parent/Carer: \_\_\_\_\_ Student Name: \_\_\_\_\_

Total Amount Paid: \$ \_\_\_\_\_

Cardholders Signature: \_\_\_\_\_

Contact Phone number of Cardholder: \_\_\_\_\_

Refund Policy: If a student and/or parent has made a financial commitment to an excursion and if the student is unable to attend for any reason (except in the case of sudden illness), the student and/or parent is entitled to a refund of money paid minus any non-refundable financial outlay that the school has made on behalf of that student. The school will endeavour to find a replacement for that student, in which case, all money will be refunded. The usual appeal provisions apply.

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