



Canberra High School
— ESTABLISHED 1938 —

WRITERS CAMP

Dear Parents and Carers,

This excursion will include daily workshops from a range of writers and authors on the craft of writing, with time and space for students to focus on writing with help from experts. There will also be camp activities including a bushwalk, campfire and games. This year guest presenters include local authors Jack Heath and Emma Batchelor.

<u>Name of Excursion:</u> Writers Camp	<u>Date of Excursion:</u> Wednesday, 08/03/23 to Friday 10/03/23
<u>Venue:</u> Greenhills Retreat and Conference Centre 1437 Cotter Road, Stromlo, ACT	<u>Times:</u> 8:35am Wednesday to 2:50pm Friday Students can be dropped off and picked up at normal school day times.
<u>Cost:</u> \$260. A deposit of \$50 is due on the 22 nd of Feb, and the full amount must be paid by the 7 th of March.	<u>Accompanying Staff:</u> Ben Crossman, Ilona Horvath and teachers from the English faculty
<u>Transport:</u> Deanes Coaches – pick up and drop off at School	<u>Equipment Required:</u> Morning tea on Wednesday Water bottle See packing list for further details, as this is an overnight excursion
<u>Other information</u> Permission note is to be returned to the front office and deposit paid by Wednesday, 22 Feb 2023	

The number of students on the excursion is capped, and the first 80 students to return notes and make payment of a deposit will be able to attend.

Excursions are offered to enrich student learning. Students are expected to catch up on any work missed whilst on excursion and are encouraged to talk to their teachers beforehand.

School uniform is not required for this excursion.

Kind Regards

Ben Crossman

Phone 02 6142 0800 • Fax 02 6142 0806

Address Bindubi Street Macquarie ACT 2614

Email info@canberraahs.act.edu.au • Web www.canberraahs.act.edu.au

ABN 16 237 342 597



Packing List- Writers Camp

There is a limit of one piece of luggage, a sleeping bag and a small day backpack per child. These should be clearly marked with your child's name, address and phone number.

Checklist: Please label all clothing, towels and sleeping bag with your child's name.

- Something to write with- chromebook and charger and note book for the bushwalk.
- Pants and t-shirts (no singlets, sleeveless or midriff tops)
- Jeans
- Jumpers and tracksuit pants
- Socks and underwear
- Raincoat
- Warm jacket
- Three layers of warm clothing
- Pyjamas
- Sun hat and sunglasses
- Shoes, at least one pair suitable for walking in the bush
- Toiletries, soap
- Towel
- Sleeping bag or doona and pillowcase
- Day backpack
- Paper, pens or pencils
- Plastic bags for dirty or wet clothes
- Water bottle
- Medication (if required) Your child should bring enough medication for the duration of their stay. All medication should be in its original packaging and clearly labelled with your child's name, the dosage and frequency

What not to bring

- Any food containing nuts
- Aerosol cans (i.e. spray-on deodorant or insect repellent)
- Mobile phones (there is very limited reception anyway)
- Chewing gum
- Jewellery
- Anything valuable

WRITERS CAMP

I give permission for my child _____ in ACE class
_____ to attend the Writer's camp excursion at Greenhills on 08/03/2023 to
10/03/23, travelling by bus.

I enclose \$260.

- I agree to my child participating in the activities associated with this excursion mentioned previously. I have discussed with my child the need for sensible 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.*
- Staff accompanying students on excursions 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 warn children of the risk to themselves, to others and to property, of impulsive, wilful or disobedient behaviour.*
- The school has made every effort to keep cost for this activity at a responsible level. We have an equity fund which can be used to provide financial assistance for students where parents are unable to make the requested contribution.*

Please list any dietary requirements of your child: _____

Does your child have an existing medical condition that (please circle yes or no):

- Requires intervention e.g. the administration of medication or other support. Yes /No
- Could lead to a medical emergency. Yes /No

If you answered yes to either of those questions, an additional note will be sent home.

Name of Parent/Carer: (please print) _____

Signature: _____

Date: _____

Medical notes that were received by the school will cover these excursions. Please inform the school of any changes to your child's medical note.

If your child's medical conditions have changed since filling the medical form out at the beginning of the year, please contact Melinda Harrison (Melinda.Harrison@ed.act.edu.au) for a copy of a new medical form.

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 in order 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.

WRITERS CAMP

Student Name: _____

PAYMENT OPTIONS

Fee Code: **WRITE**

1. **Payment in person** at the front office between 8:15am & 2:30pm Mon-Fri
EFTPOS facilities are available. Cheques made payable to Canberra High School
2. **Canberra High School Website** www.canberrahs.act.edu.au
3. **Phone Payments** – Credit cards Ph: 6142 0800 or 6142 0807

Please debit my ☐ **Mastercard** ☐ **Visa**

Card Number _____ - _____ - _____ - _____

Card Expiry Date ____/____ Name on card _____

Parent/Carer _____ Total Amount Paid \$ _____

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.