Dear Parents and Carers,

Outlined below is all the information you will need in preparation for our upcoming Graduation and Fun Day. All activities this year are being held on the one day, Thursday the 15th of December.

Attached is a permission note and payment options. The note includes permission for your child to attend the year 6 Graduation Dinner/Disco at the Raiders Belconnen Club Kippax and to attend the Fun Day at John Knight Park and Sky Zone. If your child is not able to attend one of the two events, please indicate that on the attached permission note. It is important that the permission note is correctly filled in and returned to school by the due date in order for us to confirm numbers and order food/yearbook etc.

Below is a breakdown of the costs for both the Fun Day and Graduation.

**Cost: $45**
The cost has been reduced for each student, due to the money raised through the sales of the year 6 colouring in book at the Art Show and at school.

Please note that this price includes:
- Sky Zone entry with socks
- Bus costs to and from the fun day
- Lunch at John Knight Park (Woolworths Platters)
- Cost of a copy of the year 6 yearbook
- Cost of the sit down graduation dinner/venue hire at the Raider's Club Kippax
- Contribution to the year 6 disco in the evening
- Contribution to the school gift

**Information:**
Year 6 Graduation and Fun Day 2016 Outline

**Graduation Ceremony**

**When:** Thursday 15th of December 2016

**Where:** Macgregor Primary School Hall

**Time:**
- **Arrival:** 9:00am
- **Ceremony:** 9:15am till approx. 11:00am

**Who:**
All parents/carers/extended family are invited to attend the graduation ceremony. Years 3, 4 and 5 will also attend the ceremony.

There will be an opportunity for families to take photos etc before the students leave on the bus to commence the ‘Fun day’ component.
**Fun Day**
Commences immediately following the graduation ceremony. Buses will pick the students up from Macgregor Primary at approximately 11:00am.

**Lunch**
Where: John Knight Park, Townsend Place, Off Aikman Drive, Canberra, ACT, 2616.
Time: Arrival: 11:30am  
Depart: 12:30pm
Students will travel by bus to and from the fun day. Lunch will be Woolworths sandwich platters. Arrangements have been made for children with dietary requirements. Students will also be required to bring a drink bottle and a hat.

**Activity**
Where: Sky Zone, Westfield Belconnen, Lathlain Street, Belconnen, Canberra, 2617.
Time: Arrival: 12:45pm  
Depart: 2:15pm
Students will walk to Sky Zone with the staff from John Knight Park. We will arrive back at school at approximately 2:30pm and will play some outdoor activities and have time to sign yearbooks etc.

**Graduation Dinner and Disco**
When: Thursday 15th of December 2016
Where: Raiders Belconnen Club Kippax, 155 Hardwick Crescent, Holt ACT 2615
Time: Arrivals from: 5:30pm  
Dinner: 6:00pm  
Disco: Start 6:45pm  
Parents join in disco: 7:40pm  
Pick up/finish: 8:00pm
The children will have a choice of either chicken tenders/chips or fish/chips for dinner. Arrangements have been made for children unable to eat from the two choices.
Year 5 students will arrive at 6:45pm to join in the disco. Parents are welcome to drop off and take pictures of the children, but only the children themselves will attend the dinner/disco. Please note that we will be entering the club at 6pm to ensure that we start on time, so please make sure all children have arrived before this time to allow for adequate time to take photographs etc. Parents are welcome to come down from 7:40pm to have a dance and join in.

The permission note and payments are due back to school by: **Friday, 2nd December 2016**
The school has made every effort to keep the cost for this activity to a reasonable level.

If you wish to organise a payment plan please contact our business manager:
Tanya Price (6205 7511)

Please be aware that notes and payments will not be accepted after the due date.
Children without permission notes will not be able to attend the excursion.

Any further questions or concerns please feel free to contact us,

Renee Waters, Nicole Carney and Jay Bellchambers
Permission Note and Payment
Year 6 Graduation Dinner/Disco and Fun Day

This permission note must be returned to the school no later than Friday 2nd of December 2016. Please be aware that notes will not be accepted after the due date. Children without permission notes will not be able to attend the excursion.

- 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.
- I am aware that my child will be travelling by bus to and from the venue.
- I authorise the teacher in charge to make arrangements for the welfare of the student (including medical or surgical treatment) in an emergency. I agree to meet the costs associated with any emergency arrangement made by the teacher in charge - free ambulance transportation only applies in the ACT.
- I agree that the student will be under the authority of the school for the duration of the excursion, and that the teacher in charge is authorised to return the student home at the expense of the parent/guardian if the teacher in charge considers that circumstances warrant such action.

☐ My child will be attending the Fun Day
I have read the attached information regarding the Fun Day and understand what it contains.
I give permission for my child ________________________________________ to attend the Year 6 Fun Day Thursday, 15th December 2016. I understand that he/she will be in the care of Macgregor Primary School staff for the day.

Full name of Parent/Guardian (please print) __________________________________________

Emergency contact no.________________________________________

Signature of Parent/Guardian: __________________________________ Date: _______________

☐ My child will be attending the Graduation Dinner/Disco
I have read the attached information regarding Year 6 Dinner/Disco and understand what it contains.
I give permission for my child ________________________________________ to attend the Year 6 Dinner/Disco Thursday, 15th December 2016. I understand that he/she will be in the care of Macgregor Primary School staff for the evening.

Full name of Parent/Guardian (please print) __________________________________________

Emergency contact no.________________________________________

Signature of Parent/Guardian: __________________________________ Date: _______________
We have a copy of your child’s Medical Information Form lodged in our records. Please complete the section below only if your child’s medical circumstances have changed since lodging the form with the school.

ADDITIONAL MEDICAL INFORMATION
NAME: ___________________________________________  CLASS: __________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
SIGNED: _______________________________________

DATE: ______________________

Payments for the excursion can be made via the following ways:

□ Quickweb (preferred method) – go to www.macgregorps.act.edu.au – via secure payment tab
□ I have enclosed cash/cheque of $________
  □ Deposited the amount of $____ via Internet banking into BSB: 032777  A/C: 001578 (please put your child’s name & what the payment is for as your reference)
□ Please deduct $____ from: □ Mastercard □ Visa
  Card No: __ __ __ __/__ __ __ __/__ __ __ __/__ __ __ __
  Card Expiry Date: ___/___
  CVC No: _____
  Card Holder Name: _______________________  Signed:____________________________________