

Kindergarten Water Fun Day Please return note by Friday 13 March 2020

Dear Parents and Carers

On Monday 16 March, year 1 – 6 students will be going on a full day incursion to the school swimming carnival. The kindergarten classes will have the whole playground to themselves, for a **'Water Fun Day'**.

A range of fun filled activities have been planned for the morning session including, sponge throwing, bikes, water balloons and squirters, bubbles and more! There will be optional activities available for children who do not wish to get wet at each station including, painting, chalk drawing and Lego.

As we will be spending a lot of time outdoors on Monday morning, please ensure that your child comes to school with sunscreen on. We will remind children to reapply their sunscreen during the day.

Some activities will involve running and bike riding, so sport shoes are recommended. **Thongs are not considered suitable footwear.**

Details of the incursion are as follows:

Location	Macgregor Primary School - Junior Playground				
Year Group Participating	Kindergarten				
Date	Monday 16 March 2020				
Time	9:30 – 11:30am				
Transport	NIL				
Cost	NIL				
Notes Due	Friday 13 March 2020				
Anticipated number of students attending	92	Anticipated number of teachers attending	5	Anticipated number of volunteers attending	5
What to Bring on incursion	<input type="checkbox"/> Swimmers, SunSmart shirt and towel – please label all items <input type="checkbox"/> Hat and sunscreen <input type="checkbox"/> Enclosed shoes <input type="checkbox"/> Change of clothes – school uniform and plastic bag <input type="checkbox"/> Drink bottle <input type="checkbox"/> Regular school lunch				

There has been a risk assessment prepared for this incursion and is available at the school.

Regards

Lyndsey Orchard, Janet Hagan, Maddison Mielens, Rebecca Naughton and Edward Bassanelli
6 March 2020

**Kindergarten Water Fun Day
Please return note by Friday 13 March 2020**

I give permission for my child _____ in class _____ to attend **Water Fun Day at Macgregor Primary School on 16 March 2020**. I understand that he/she will be in the care of Macgregor Primary School staff for the day and I have read and understood the information below.

If you have any queries regarding this incursion, please feel free to contact us at school on 6142 1600.

Full name of Parent/Guardian		
Emergency contact name and phone number at the time of incursion	Name:	Number:
Signature of Parent/Guardian:		
Date:		

- I am available to help with the 'Water Fun Day' at Macgregor Primary School on Monday 16 March.
- I am available to help from 9 30 – 10.30am
- I am available to help from 10.30 – 11.30pm

Student Name: _____

Parent Name: _____

Signed _____ Date _____

Sunsmart information

As Macgregor Primary is an accredited sunsmart school, it is essential that;

- sunsmart hats are worn by all students and adults attending the incursion
- if a child brings a cap or non-sunsmart hat they will be provided with a clean and laundered 'stock' sunsmart hat for the duration of the incursion
- if a child refuses to apply sunscreen or refuses to wear a sunsmart hat or other required sunsmart clothing (like a swim shirt) and parents will be contacted for support.
- sunscreen application reminders and application supervision will occur every two hours.

Kindergarten Water Fun Day Please return note by Friday 13 March 2020

Student Wellbeing

- Staff accompanying students on incursions 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. A risk assessment for this activity has been completed and is available to view upon request.
- Parents should be aware that staff members are not responsible for injuries or damage to property which may occur on an incursion where, in all circumstances, staff have not been negligent. Parents are advised to 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 costs for this activity at a reasonable level. Financial assistance may be available to assist families who are not able to make the requested contribution. Please contact the Business Manager. If, however there is insufficient total funding available to meet the cost of the incursion, regrettably we may not be able to proceed.
- **NOTE: Incursions are an optional enrichment activity and parents are asked to make a voluntary contribution.**
- The teacher in charge will make arrangements for the welfare of the student (including medical or surgical treatment) in an emergency. The costs associated with any emergency arrangement made by the teacher in charge will be met by the parents/guardians (free ambulance transportation only applies in the ACT).
- The student will be under the authority of the school for the duration of the incursion and that the teacher in charge is authorised to return the student to the school at the expense of the parent/guardian if the teacher in charge considers that circumstances warrant such action and after contacting the parent.

Privacy Information

- If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (ED) (Macgregor Primary School). This information is necessary for us to be able to manage student participation in incursions 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 incursion.
- 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 incursion in order to appropriately and effectively manage the incursion.
- 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.education.act.gov.au) on the About Us page.

Additional Medical Information

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.

NAME: _____ CLASS: _____

SIGNED: _____ DATE: _____

Please return this note to your child's teacher.