

## Excursion Information

Dear Parents and Carers,

The following details relate to an excursion to the Canberra Symphony Orchestra on Thursday 30 July 2026 which is being organised for Year 7 to 10 band students.

|                                                       |                                                                                                                                                    |
|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of Excursion</b>                              | Canberra Symphony Orchestra Concert                                                                                                                |
| <b>Purpose/Information</b>                            | For Year 7 to 10 students to attend the Canberra Symphony Orchestra Concert.                                                                       |
| <b>Date and time</b>                                  | Thursday 30 July 2026 – 11:00am to 1:30pm                                                                                                          |
| <b>Transport</b>                                      | Chartered bus                                                                                                                                      |
| <b>Venue/Location</b>                                 | ANU School of Music, Llewellyn Hall, Canberra ACT                                                                                                  |
| <b>Teacher in Charge</b>                              | Sarah Hewat                                                                                                                                        |
| <b>Anticipated number of students and staff ratio</b> | Total Students: 80<br>Total Staff:<br>Staff to Student Ratio: 1:30                                                                                 |
| <b>Contingency</b>                                    | If the event is cancelled parents will be notified and students should attend school as per their usual timetable.                                 |
| <b>Cost</b>                                           | \$30.00                                                                                                                                            |
| <b>Due Date</b>                                       | Thursday 23 July 2026<br><i>*Notes may not be accepted after this date</i>                                                                         |
| <b>(optional)Additional Information</b>               | The personal communication device policy (mobile phone) applies at all school events. Students are required to wear school uniform for all events. |
| <b>Excursion Risk Assessment</b>                      | Available at the front office                                                                                                                      |

*The school has made every effort to keep cost for this excursion at a minimum level. If necessary, parents or students can confidentially discuss support to meet the cost of the excursion with the Business Manager or Principal. 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.*

### Excursion Permission Note Canberra Symphony Orchestra

I give permission for my child \_\_\_\_\_ in year \_\_\_\_\_ to attend the Mount Stromlo High School Canberra excursion the Canberra Symphony Orchestra Concert on Thursday 30 July 2026 travelling by bus and other details as outlined in the Excursion Information for Parents (including contingency plans).

*I agree to my child participating in the activities associated with this excursion mentioned previously. I have discussed with my child the need for expected 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. Parents/carers are responsible for ambulance costs outside the ACT.*

The **Medical Information and Consent Form** is required to be completed annually, at the start of the school year, and prior to the first excursion. Please update and inform the school of any changes in your child's medical details as they occur.

Are there any changes since you last completed the Medical Information and Consent form?

☐ Yes ☐ No

If yes, an updated **Medical Information and Consent Form** is required to be completed (available through the front office).

Will your child require medication to be administered during the excursion (e.g. allergy medication, pain relief)?

☐ Yes ☐ No

If yes, please complete a **Medication Authorisation and Administration Record** (available through the front office).

Is there any additional information you need to provide to support your child's participation in this excursion?

☐ Yes ☐ No

If yes, please provide these details:

Name of Parent/Carer: (please print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Payment Slip Canberra Symphony Orchestra

I am paying the amount of \$\_\_\_\_\_ Student Name: \_\_\_\_\_

### Payment options:

- ☐ **via Parent Portal**  
☐ **Cash or EFTPOS** at the school office

If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (the Directorate). 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 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 ([education.act.gov.au](http://education.act.gov.au)) on the About Us page.

*The school has made every effort to keep costs for this event at a reasonable level. The school requests parents and carers to make a voluntary financial contribution towards meeting the cost of your child's participation in this event. We have a student support and school equity fund, which can be used to provide financial assistance for students where parents are unable to make the requested contribution. If however, there is insufficient total funding available to meet the cost of the program/camp/excursion, regrettably we may not be able to proceed. Please contact the Business Manager or Principal if you would like financial assistance for your child/children.*