

2 May 2017



**NORWOOD
MORIALTA**
HIGH SCHOOL

Dear Parent / Caregiver

RE: West Lakes Aquatic Centre – Kayaking Practical 2

As a part of the Stage 2 Physical Education course your son/daughter's class will take part in a 3-day practical in Kayaking at the West Lakes Aquatic Centre. This will take place during Week 4 of Term 2:

Tuesday 23/5

Wednesday 24/5

Thursday 25/5.

This is the second compulsory practical component of the course. It provides an excellent opportunity to enable more time for the theory components of the course to be covered as the practical is completed in 3 days.

The students are required to organise their own transport to and from the West Lakes Aquatic Centre at 100 Military Road, West Lakes. The sessions will run from 9:00am – 3:30pm on each of these days.

During the day, students will be required to bring a packed recess and lunch along with a suitable quantity of drinking water (minimum of 2 litres) as students will not be allowed to leave the aquatic centre during the day.

Students are expected to bring weather appropriate clothing.

Please return the attached consent form no later than Monday 15 May. If there are any concerns, please contact me at the school on 8364 2299.

Yours sincerely

Ray Prideaux
Health & Physical Education Coordinator

Jacqui van Ruiten
Principal

Attach.

MIDDLE CAMPUS

Morialta Road West
Rostrevor SA 5073
TEL: +618 8365 0455

SENIOR CAMPUS

505 The Parade
Magill SA 5072
TEL: +618 8364 2299

PO Box 180,
Magill SA 5072

dl.0787.info
@schools.sa.edu.au
www.nmhs.sa.edu.au

**ENRICHING
HUMANITY**



APPLICATION TO CONDUCT AN EXCURSION
(REFER TO: CAMPS & EXCURSIONS GUIDELINES FOR SCHOOLS AND PRESCHOOLS)

APPLICATION FOR EDUCATION EXCURSIONS:

- INTRASTATE TRAVEL (Approved by PRINCIPAL)
- INTERSTATE TRAVEL/INTERSTATE USE OF DEPARTMENTAL VEHICLES/BUSES (Approved by REGIONAL DIRECTOR)
- OVERSEAS TRAVEL (Approved by CHIEF EXECUTIVE through EXECUTIVE DIRECTOR, PRESCHOOL & SCHOOL IMPROVEMENT).
Refer to overseas travel policy and procedures

SCHOOL/PRESCHOOL NAME:	NMHS
NAME OF EXCURSION:	Stage 2 PE Aquatics
DESTINATION:	West Lakes

NATURE OF EXCURSION

(a) Provide an outline of the excursion, including places to be visited and a program of proposed activities. (Attach further sheets if required.)
Students will organise their own travel to West Lakes Aquatic centre where they will participate in 3 days of aquatics assessment

(b) Curriculum Links/Outcomes
Stage 2 PE Summative Practical Assessment

(c) Dates (Inclusive) From:

23	05	17
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 or on:

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BREAKDOWN OF COSTS AND CHARGES				NUMBER AND YEAR LEVEL(S) OF STUDENTS INVOLVED			
If the camp/excursion is:				Year Level	Male	Female	Total
<ul style="list-style-type: none"> • predominantly educational, GST must be added to the food charge, but all other charges to students are GST-free • not predominantly educational, eg predominantly recreational, GST must be added to all student charges. 							
	GST exclusive cost per student	10% GST (only where applicable)	Charge to student				
Food				12	28	4	32
Transport							
Accommodation							
Entrance Fee(s)							
Total charge to student			\$ 0	Total number of students			32

TEACHERS AND OTHER LEADERS' QUALIFICATIONS AND RELEVANT EXPERIENCE (ATTACH FURTHER SHEETS IF NECESSARY)

Teacher in Charge	Raymond Prideaux
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Other Teachers and Leaders

Name(s)	Male/Female	Status: teacher, SSO, student, instructor, parent, volunteer, etc	Qualifications and experiences in proposed activities	Current first aid qualification (in past 3 years)
Chloe Jaensch	F	Teacher	Stage 2 PE Teacher	Yes

Total number of teachers and leaders

2

Minimum number at any one time

1

SCHOOL-BASED CONTACT PERSON DURING EXCURSION	David Carter
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EMERGENCY ACTION

Detail the plan for emergency action should the need arise. All teachers and leaders involved in the program should have this information. (Attach further sheets if required.)
 See RAMS documents

TRAVEL ARRANGEMENTS

(a) Intrastate/Interstate Travel –

Mode of travel to be used Students will be organising own transport. School bus option will be provided

Departure time 07 30 am and return time 4 30 pm

Name of bus company/tour operator/airline

Phone No

Private vehicle/name of owner/ registration number (Insurance category: Third party property or comprehensive)

Name of Owner	Registration No	Insurance Category	Name of Insuring Company

(b) Overseas Travel – provide a detailed itinerary of all travel arrangements for excursion. Attach separate sheets including overseas travel proposals (FORM NP11) completed by each departmental employee.

(c) Charter air travel – indicate why charter air travel is required. (Attach further sheets if required.)

Signature _____ Teacher-in-charge _____ Date / /

APPROVALS

PRINCIPAL/DIRECTOR APPROVAL FOR CAMP/EXCURSION

Based on the stated curriculum links/outcomes, I certify that this camp/excursion is predominantly educational Yes No

Signature _____ Principal/Director _____ Date / /

FOR INTERSTATE TRAVEL/USE OF DEPARTMENTAL VEHICLES/BUSES INTERSTATE

Approved/not approved

Signature _____ Regional Director _____ Date / /