

# Albany Creek State School

Prep to Year 6  
An Independent Public School

696 Albany Creek Road  
Albany Creek Q 4035  
P: (07) 3264 0111  
E: [acss@albacreess.eq.edu.au](mailto:acss@albacreess.eq.edu.au)  
W: <http://albacreess.eq.edu.au>  
ABN: 22367474023

Thursday, 17 August 2017

## Tallebudgera Camp | Year 5 2017

Dear Parents/ Caregivers,

This correspondence has been prepared to provide you with information on some aspects of the school camp to be held at Tallebudgera Camp School, Monday 23<sup>rd</sup> October to Friday 27<sup>th</sup> October 2017. Students will enjoy the active outdoor experience and appreciate the opportunity to live in a close situation with a group of children of their own age.

The children will be supervised by the Year 5 Teachers, Mr Ashby and Mrs Hooper, along with the staff of the Camp School at Tallebudgera. A member of the Leadership Team will visit each day to support the program. This year we have a special supervisor, Mr Smith (previous PE Specialist), joining the team to support the 'Heroes Program'. More information about the camp is in Form A, Camp Information for Parents.

Coaches will transport the children from Albany Creek Shopping Centre Car Park (Wruck Crescent) on Monday 23<sup>rd</sup> October. Students need to be at Wruck Crescent by 7.30pm. The coaches will depart at 7:45am and will return the children to Wruck Crescent on Friday 27<sup>th</sup> October by 2:45pm.

It would be appreciated if you could meet your child when the bus returns. If you cannot be there because of other obligations, please make alternative arrangements and communicate this to your child's teacher.

Please return School Camp Behaviour Management contract, medical and consent form with payment, as well as any letters such as special health information or early departure travel arrangements. (Medical Forms can be updated should there be a need). If you need an Epilepsy, Allergy, Diabetes or Supplementary Learning Condition Questionnaire form, you can access these via our school website 'forms and downloads'. Medical forms need to be returned by Thursday 5<sup>th</sup> October.

The last day for payment is Thursday 5<sup>th</sup> October 2017 (Term 3, Week 1)

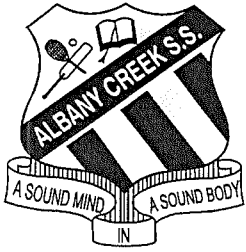
Payment can be made by cash (before 10am Tuesdays/ Thursdays), cheque (made payable to Albany Creek State School) or QParents. As per Education Queensland guidelines, credit card payments must now be processed in person at the school. The school will only be able to process these payments between 9:30am and 11.00am on Tuesday and Thursdays.

**CAMP FEE AND COACH HIRE \$ 340.00**

Daniel Manns  
Deputy Principal

Paul Kingston  
Principal





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## SCHOOL CAMP – BEHAVIOUR MANAGEMENT CONTRACT

Tallebudgera 23<sup>rd</sup> October to 27<sup>th</sup> October

### School Camp – Code of Behaviour

*School camp is essentially a cooperative experience where participants will strive to live and work harmoniously with other students and adults, be responsible for high standards of personal behaviour and hygiene, and respect the rights of others.*

For this to be a positive learning experience, students are expected to follow the following specific rules:

### School Camp Rules

1. Showing courtesy and consideration to others by:
  - respecting and valuing the rights and opinions of others, and;
  - respecting 'lights out' so as not to cause disturbance to students or staff going to sleep.
2. Follow directions happily the first time by:
  - being an active member of the group, contributing and co-operating fully with others in order to achieve the best for the group;
  - striving to complete each activity to my very best;
  - understanding that these rules are for the personal benefit and safety of everyone, and;
  - carrying with me only those items required.
3. Keep hands, feet and objects to myself by:
  - displaying behaviours that develop friendships, and;
  - avoiding any form of bullying and harassment.

### BEHAVIOUR CONTRACT

I, \_\_\_\_\_, do hereby agree to live up to the Camp Code of Behaviour and at all times to follow the Camp Rules.

I understand that if I break this contract, my behaviour will result in a consequence that camp staff will choose from the list below:

- Time-out
- Service task
- Phone-call home or
- Exclusion from the remainder of the camp – with parents to arrange and pay for collection.

Signed: \_\_\_\_\_ (5) \_\_\_\_\_  
Student Parent/Caregiver

\_\_\_\_\_  
Class Teacher

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date



# FORM A

## STUDENT MEDICAL CONSENT NOTE PLEASE COPY BACK TO BACK

SURNAME

School ..... Male or Female

Given Name ..... Surname ..... Date of Birth.....

Home Address ..... Post Code .....

Parent/Guardian Names.....Home Phone .....Work/Mobile.....

Details of Medical Cover (MBF etc) .....

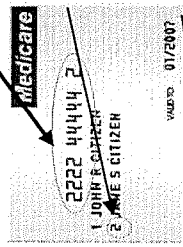
Pension Concession Details..... Expiry Date.....

Please fill out all Medicare info below.

1. Medicare No. ....

2. Number of person. ....

3. Medicare Exp Date .....



**If YES is indicated below, please provide extensive information including medical details, dosage and administering times.**

Diabetes	YES NO	If YES, information <b>MUST</b> be downloaded from our website and attached to this form- <a href="http://www.talloeceq.edu.au">www.talloeceq.edu.au</a>	Asthma / Other Respiratory Problems	YES NO	Has your child had an infectious disease recently?	YES NO
Epilepsy	YES NO		Sinus & or Hay Fever (Please circle)	YES NO	Immunised for Measles, Chicken pox etc.	YES NO
Special Learning Needs (adhd, autism, etc)	YES NO		Tetanus Booster Last Given:- Year:-	YES NO		YES NO
Severe Allergy – (Epipen)	YES NO	<ul style="list-style-type: none"> <li>Residential Camps</li> <li>Hero's Journey</li> <li>Information for Parents</li> <li>Medical conditions / Special needs</li> </ul>	Provide details of medication that your child needs to take at camp			
Physical Disabilities	YES NO		<b>MEDICATION</b>			
Bed Wetting/ Sleep Walking/ Phobias	YES NO	Details-	Breakfast			
Medical Allergies Eg: penicillin, analgesics	YES NO	Details-	Lunch			
Food Allergies (medically diagnosed eg. coeliac, dairy, etc)	YES NO	Details-	Dinner			
Special Dietary Requirements (Religious reasons, vegetarian, no pork, etc)	YES NO	Details-	Supper			
Heart condition / recent operation or injury	YES NO	Details-				
Other Relevant Information	Details-					

The Beach School has a number of aquatic based activities, please indicate your child's swimming ability level- (please tick relevant box)

Non swimmer       Weak swimmer (unable to swim 25m)       Competent (can swim 25m)

In the case of a medical emergency every effort will be made to notify carers.

In the rare instance that contact cannot be made please give authorisation for Qualified Practitioners to administer:  
ANAESTHETIC (Please Circle) YES NO BLOOD TRANSFUSION (Please Circle) YES NO

Medical Practice..... General Practitioner's Name ..... Ph.....

Secondary Contact ..... Description (ie. Aunty / Grandparent)..... Ph .....

*School staff will not administer over the counter medication, including analgesics, homoeopathic or prescribed medication without a written request from a parent / guardian and/or by written advice from a medical practitioner. Medications must be labelled and in the original container.*

**(YES/NO) I give permission for school staff to administer one dose of paracetamol as required should my child be suffering from a headache or any mild discomfort.**

Are there any custodial issues that the Principal and/or staff of Tallebudgera Beach School should to be made aware of? Please outline:

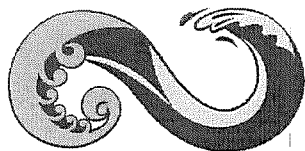
If your child has any other additional details or conditions please outline:

*Education Queensland requires a risk assessment to be conducted on all curriculum areas that contain potential hazards. At the Beach School several activities (eg. Body boarding, tobogganing, etc) are deemed as high risk. To minimise these potential risks the Beach School implements strict safety procedures in accordance with the Departments safety guidelines. The Beach School prides itself on its impeccable safety record. All sessions are conducted by trained and highly qualified staff. Please refer to the Beach School website for further information - [www.talloeceq.edu.au](http://www.talloeceq.edu.au) > Residential Camps > Hero's Journey > Hero's Journey CARA's*

**I (DO / DO NOT)** give the Tallebudgera Beach School permission to use any photographs or videos of my child for promotional or marketing purposes.

*I (Name) .....give permission for my child to participate in adventure based activities that are considered high risk by Education Queensland and I hereby authorise the Principal, or his representatives, to obtain such medical attention as may be deemed necessary. I acknowledge that the Department of Education & Training does not have Personal Accident Insurance cover for students. I agree to pay all expenses incurred on behalf of the above student.*

**SIGNATURE REQUIRED** (Parent / Guardian) :..... Date ...../...../.....



**TALLEBUDGERA**  
 OUTDOOR & ENVIRONMENTAL  
 EDUCATION CENTRE

Dear Parents

The information below will assist your child in preparing themselves for their upcoming journey to Tallebudgera Beach School.

**PERSONAL BELONGINGS**

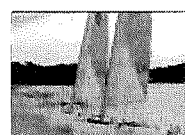
Throughout the week students participate in a variety of water and land based activities. The following items must accompany your child to camp. It is highly recommended that all items are **clearly labelled with waterproof ink**.

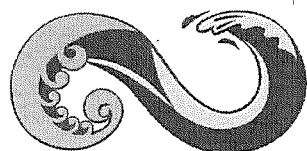
<b>Very Important- Must Have</b>			
Back Pack		Coloured pencils/pens for journal work	
Water Bottle		Sandshoes (closed in)	
Sunscreen 30+		Thongs and/or sandals	
Raincoat		Wet shoes for water based activities	
Hat (wide brimmed)- <i>'No hat no play policy'</i>		(crocs as wet shoes are unsuitable)	
<b>CLOTHING</b>	√	<b>BEDDING</b>	√
Shorts		2 Sheets	
T-Shirts (no sleeveless tops)		Pillow	
Socks		Blanket/Sleeping Bag	
Underwear / Bike Pants or Skins for chaffing		*No sleeping bags without sheets	
Swimwear (optional - swimming goggles)		<b>TOILETRIES</b>	√
Warm Jumper/ Jacket		Toothbrush/Toothpaste	
Pyjamas		Soap/ Shampoo/ Lip Balm	
Neat casual clothes for evening activities		Brush/Comb	
<b>MISCELLANEOUS</b>	√	2 Towels / Washer	
Plastic bags for wet gear		Deodorant ( <b>*Strictly no aerosols</b> )	
6 Pegs		*These can trigger smoke detectors linked to local fire services. If this occurs you will be liable for costs incurred.	
Waterproof Watch (not necessary but useful)			

**\*\* PLEASE DO NOT BRING \*\***

***Mobile Phones, Torches, Radios, IPod, Computer Games, Cutlery, Food (sweets and lollies), Money, Sports Equipment & Aerosol Sprays/ Cans***

Tallebudgera Beach School takes no responsibility for any such items





**TALLEBUDGERA**  
OUTDOOR & ENVIRONMENTAL  
EDUCATION CENTRE

The Beach School prides itself on its strict safety procedures in accordance with the Department's guidelines to minimise potential risks. Trained and highly qualified staff supervise all activities. Our teaching staff are required to obtain and update relevant accreditations to conduct all activities at camp.

**[www.talloec.eq.edu.au](http://www.talloec.eq.edu.au) > Residential Camps > Risk Management**

### **PARENT / STUDENT CONTACT**

In an emergency, parents can contact the Beach School Office between 8.30am and 4.30pm. Calls after these hours will be diverted to an offsite "on call" administrator. If a student requires medical assistance for any illness or injury, parents will be contacted.

### **SECURITY AND NIGHT PROCEDURES**

The Beach School has a designated Welfare Officer who supervises our site from 8pm until 7.00am. A cabin check by the welfare officer accompanied by teachers will be completed each night. During the head count bed wetters are discreetly directed to the toilet to minimise any accidents or embarrassment. If your child does sleep walk or bed wet, it is advisable that you indicated this on their medical consent form and reinforce with them that they should select a bottom bunk.

Throughout the night all cabin doors are locked only from the outside, allowing students to exit easily. An administrator is also 'on call' to assist with any problems that may arise throughout the night.

### **SPECIAL ARRANGEMENTS**

Site access for visitors is only possible via permission from your School's Principal. Parents should liaise with their school to ensure necessary arrangements are clearly outlined. The physical location of the site is 1525 Gold Coast Highway, North Palm Beach.

### **INVOICING POLICY**

Costings for accommodation and catering are charged to Tallebudgera Beach School by Gold Coast Recreation owners of the site. As such these charges are not refundable unless the Beach School has been contacted on or before the Wednesday of the week prior to camp. Subsequently all negotiations for refunds will need to take place with your child's school.

We trust that your child's stay shall be a memorable and enjoyable experience.

Regards

The Beach School Staff

