

**Year 10 End of Year Celebration – John Knight Park
Friday 3 December 2021**

Dear Parents and Carers,

To celebrate your child's achievements and last day at Harrison School we will be attending a beautifully planned day at John Knight Park. Students will enjoy the sunshine, a BBQ lunch, outdoor activities, and spend time with their classmates and teachers to celebrate their completion of Year 10. Please see below key information for this excursion. **Due to Covid restrictions students will need to supply their own food and drinks on the day.**

Year 10 Farewell Student Breakfast – Friday 3 December outside the School Café **8:00am - 8:40am** (Students and Teachers)

Year 10 Farewell Assembly - Friday 3 December Harrison School Gym. **9:15am** (Students and Teachers)

Year 10 John Knight Park Excursion- Friday 3 December Bus departs at 10:30 from Nullabor Avenue.

Purpose of excursion: To celebrate your child's achievements and last day at Harrison School

Activities: Outdoor activities

Clothing and Equipment: Hats, sunscreen, water, picnic rug, lunch, snacks, and drinks

Transport: Chartered bus

**Year 10 Graduation, Formal and End of Year Celebration Information
Wednesday 8 December 2021**

Due to current COVID-19 capacity restrictions at The Rex Hotel we have made the decision to hold the year 10 graduation on school site. Students will be able to invite **2 people to attend the event**. In compliance with the ACT Health Guidelines. Tickets can be obtained (event is free) through the link below, which need to be purchased individually.

<https://www.eventbrite.com.au/e/harrison-school-year-10-graduation-tickets-206135084587>

Students will be able to have arrivals in the main carpark closest to the main admin office. The professional photographer will be present to take photos. Students will then move inside to the Harrison School Gymnasium for the Graduation Ceremony.

Following the ceremony, we will be providing buses for students from the School to The Rex. If you wish to transport your child to The Rex, please indicate in the form attached. Students will need to be picked up from the Rex at 10pm.

For students only attending the Graduation there is no cost associated.

If you require any school assistance for your child to attend the formal or if you require an extended deadline of payment, please contact Jacqui Ford via email jacqui.ford@ed.act.edu.au or phone on 6142 2200. Additionally, if your child requires any assistance with formal wear, please contact Rebekah Evans Rebekah.evans@ed.act.edu.au

ARRIVALS AND GRADUATION CEREMONY

5:00 – 5:30pm Students arrive and move to the gym from the main entrance of the school.

5:45pm Graduation ceremony begins.

7:00pm Graduation ceremony concludes- Students are to remain inside if attending the formal.

7:00pm – Free chartered bus to The Rex

7:30-10:00pm- Formal

10:00pm Formal concludes – All students will need to be picked up from the Rex Hotel by a Parent or guardian who are to come inside and collect their child.

Behavioural expectations: Standards of behaviour based on the school's values apply in all camp and excursion situations. Students deemed to not be displaying appropriate behaviour on excursions or camps will be returned to school. No refund will be available under these circumstances.

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.

Yours sincerely

Rebekah Evans
Formal Coordinator
Rebekah.Evans@ed.act.edu.au

Jacqui Ford
Senior School Principal
Jacqui.ford@ed.act.edu.au

Year 10 End of Year Celebration – Permission Note for Parents

I give permission for my child _____ in homeroom _____ to attend the Year 10 End of Year Celebration to John Knight Park on Friday 3 December 2021.

I give permission for my child/ren to travel from Harrison School to The Rex Hotel by chartered bus on 8 December 2021

My Child/ren will be making their own way from Harrison School to the REX Hotel on 8 December 2021

Please complete and return attached permission note to the front office no later than: **Friday 12 November 2021.**

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.

The [Medical Information and consent](#) form only needs to be completed once/year prior to the first excursion unless there are changes to the details on this form. Are there any changes to this 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

Please provide the following information:

Medicare No:		Private Health Fund:		Membership No	
Ambulance Fund: Parents are responsible for ambulance costs outside the ACT.					

Name of Parent/Carer: (please print) _____

Signature: _____

Date: _____

We have provided multiple payment slips below in the case that you would like to make payments in instalments.

PAYMENT SLIP Year 10 Graduation and Formal

I am paying the full amount of \$ **145.00**

Student Name: _____

Cash Quickweb via the payment tab on our school website Ref No: _____

Credit Card –by completing your details below and returning to the school office

Card No: Expiry Date: _____

Name on card (*Please print*): _____ Signature: _____

If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (EDU) 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 (www.det.act.gov.au) on the About Us page.

PAYMENT SLIP Year 10 Graduation and Formal

I am paying part payment amount of \$ **75.00**

Student Name: _____

Cash Quickweb via the payment tab on our school website Ref No: _____

Credit Card –by completing your details below and returning to the school office

Card No: Expiry Date: _____

Name on card (*Please print*): _____ Signature: _____

If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (EDU) 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 (www.det.act.gov.au) on the About Us page.

PAYMENT SLIP Year 10 Graduation and Formal

I am paying part payment amount of \$ **70.00**

Student Name: _____

Cash Quickweb via the payment tab on our school website Ref No: _____

Credit Card –by completing your details below and returning to the school office

Card No:

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

--	--	--	--	--

 Expiry Date: _____

Name on card (*Please print*): _____ Signature: _____

If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (EDU) 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 (www.det.act.gov.au) on the About Us page.