Dear Parents,

NOTIFICATION OF AN EXCURSION / IN SCHOOL ACTIVITY

Information on an Excursion / In School Activity which has been organised for your daughter's class appears below. Please read it, complete the consent form and return it and any money owing, in a clearly marked envelope to the Subject Teacher.

For senior students a non-mandatory Excursion attendance is voluntary. It is the student's responsibility to ensure that she catches up on any school work, assignments, etc. that she may miss during her time away.

Subject: Hospitality
Year Group: □ 7 □ 8 □ 9 □ 10 □ 11 □ 12

Rationale for Excursion / Activity: Students will be completing a competency assessment task.

Date(s) of Excursion / Activity: 21st February, 2017

Venue: Catherine McAuley - Commercial Kitchen

Travel Arrangements: Depart from: N/A at: 
Return to: N/A at: 
Transport by: N/A

Dress: Full hospitality uniform
Lunch: Bring your own lunch

Special Arrangements: Students will be involved in the following activities, some of which involve risks.

Students will be participating in the preparation and running of a school cafe which will be open to all staff wishing to purchase. This practical competency task will enable successful students to be signed off on modules SITHCC103 Prepare sandwiches and SITHCCC202 Produce appetisers and salads. The competency task will take place during periods 3 and 4. Part of period 5 may be required to assist with clean up.

Cost: N/A

Unless the permission notes are received by the due date, students cannot attend the excursion.

Final Date for Payment and Note: 17th February, 2017
Date Issued: 14th February, 2017
Teacher(s) in Charge: Mrs Dorothy Spiteri

School Contact Number: 02 9849 9100

Students are expected to abide by the Student Charter.
Students not attending this Excursion / In School Activity must attend school for supervised work.

Ms Debbie Grigson
Assistant Principal
(Pastoral Care/Administration)

Mr Bob Cavill
Co-ordinator

Mrs Dorothy Spiteri
Teacher in Charge

Please complete the attached consent form and hand to the Subject Teacher by due date.
PARENT/GUARDIAN CONSENT FORM

Student's name: ___________________________ Homeroom: _______________

Name of Excursion: ___________________________ Date: _______________

As a Parent/Guardian of ___________________________, I give my consent for her to participate in the school excursion as detailed in the attached information sheet. I am aware of the nature of the excursion, the activities which may involve risk.

I accept that the teachers and instructors will take appropriate disciplinary action necessary to ensure the safety, well-being and successful conduct of the students who participate in the activities associated with the excursion.

In the event of any illness or accident, I consent for the teachers to administer any first aid treatment which in their discretion is considered necessary. I authorise the obtaining of such medical assistance as my daughter may require. I accept all medical treatment and the responsibility for payment of any expenses thus incurred.

I include the completed medical information section (below) about my daughter to assist those who are organising the excursion.

Signed: ___________________________ Date: _______________
( Parent/Guardian )

Emergency contact phone number for excursion day: ___________________________

Medical Information:

Does your daughter have any medical condition or disability which may affect her participation in the school excursion or in some of the activities on this excursion? Yes / No

If Yes, please give details:

________________________________________

________________________________________

Is your daughter on any prescribed medication(s) which she will be taking during the excursion? Yes / No

If Yes, please give details:

________________________________________

________________________________________

Does your daughter have any allergies (eg. insect bites, food)? Yes / No

If Yes, please give details:

________________________________________

________________________________________

Does your daughter have any special dietary requirements (vegetarian, gluten free)? Yes / No

If Yes, please give details:

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________________________________________

Is there any other information you would like to give which, in your view, may affect your daughter's participation in the excursion? Yes / No

If Yes, please give details:

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