



14 June 2024

Dear parents and carers,

KINDERGARTEN BUSHKIDS PROGRAM – COOLEMAN RIDGE

The following details relate to an educational eight-week program to Cooleman Ridge which is being organised for students in kindergarten.

Purpose:	<i>Bushkids</i> is a weekly inquiry-based program, which takes place over an 8-week consecutive period, each Thursday during term 3. Bushkids allows students to investigate, explore and problem solve within their local environment and engage with many curriculum outcomes before, during and after the bush learning experience. Students will also have opportunities to build social skills and resilience while interacting with peers across the kindergarten unit.										
Day/Date:	Weekly on Thursdays – Weeks 1 – 8 of term 3 as listed below: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Week 1 - 25 July</td> <td style="width: 50%;">Week 2 - 1 August</td> </tr> <tr> <td>Week 3 – 8 August</td> <td>Week 4 - 15 August</td> </tr> <tr> <td>Week 5 - 22 August</td> <td>Week 6 - 29 August</td> </tr> <tr> <td>Week 7 - 5 September</td> <td>Week 8 - 12 September</td> </tr> </table>			Week 1 - 25 July	Week 2 - 1 August	Week 3 – 8 August	Week 4 - 15 August	Week 5 - 22 August	Week 6 - 29 August	Week 7 - 5 September	Week 8 - 12 September
Week 1 - 25 July	Week 2 - 1 August										
Week 3 – 8 August	Week 4 - 15 August										
Week 5 - 22 August	Week 6 - 29 August										
Week 7 - 5 September	Week 8 - 12 September										
Timetable:	Departing Chapman Primary School at 12:00 pm each Thursday Returning to Chapman Primary School before 3.00 pm										
Venue:	Cooleman Ridge, Chapman										
Transport:	Walking										
Cost:	Nil										
Permission due by	Thursday 27 June 2024										
Group size	71	Ratio:	Ratio: 1 adult: 11 students based on a minimum of 2 adults per class group								
Teacher in charge:	Libby Emerson										
Accompanying Staff	Libby Emerson, Alicia Norris, Charlotte Miller, Tanya Duggan and Belinda Bacon with parent volunteers (on a rotational basis)										
Expected number of Adult Volunteers	To meet the required ratio of two adults per class group we are asking for parent volunteers to accompany our groups each week. Volunteers must meet the requirements of ACT Education Volunteers and Visitors in School Procedures and paperwork. If you are interested in volunteering for this program, please complete the Volunteers Interest Form at the end of this note. Volunteers will be on a rotational basis.										
Activities	Bushwalking and nature play.										
What to bring	<ul style="list-style-type: none"> • Please pack a complete change of clothes each week. • Water bottle. • Gloves, beanie, jumper and a waterproof jacket will be necessary each week, even on sunny days, as weather can change unexpectedly. <p>A backpack (as well as their usual school bag) to carry their raincoat, waste-free snack and water bottle to Cooleman Ridge.</p>										

What to wear	<ul style="list-style-type: none"> • Students will not need to wear school uniform on Bushkids Thursdays. • Students must wear clothing appropriate for the weather conditions each week. We recommend multiple layers to enable children to remove or add layers as conditions change throughout each afternoon. • Students must wear enclosed, sturdy walking shoes. <p><i>Please note: this excursion is designed to go ahead in all weather conditions.</i></p> <p>Children who are not appropriately dressed and prepared for the excursion will remain at school.</p>
Parent Information	<p>Participation in this program will allow the students to engage with many curriculum outcomes before, during and after the bush learning experience. It is an integral part of the kindergarten learning program throughout term 3.</p> <p>Please contact your child’s class teacher if you are unable to attend the information session on 20 June 2024 and require further information.</p>
Excursion Risk Assessment: Available to view at the front office	
Emergency Contact for this excursion: Chapman Primary School 02 6142 2400	
Contingency:	<p>This excursion is designed to take place in all weather conditions; however, a Dynamic Risk Assessment will be completed prior to each Thursday session and should the weather and / or venue conditions be deemed unsafe the session will be cancelled.</p> <p>Students who make inappropriate choices of behaviour or compromise their own or the safety of others, will be returned to school (please discuss this with your child).</p>
Behavioural Expectations:	<p>Students are expected to demonstrate Chapman FRIENDS values and the PBL expectations of being safe, responsible and respectful.</p>

Staff members 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 members have not been negligent. Parents should warn children of the risk to themselves, to others and to property, of impulsive, willful, or disobedient behaviour.

If you would like your child to attend, please return the attached permission and medical form to your child’s classroom teacher no later than Thursday 27 June 2024.

Yours sincerely

James M. Barnett
Principal



KINDERGARTEN BUSHKIDS PROGRAM – COOLEMAN RIDGE

This signed consent form should be returned to your child’s classroom teacher no later than Thursday 27 June 2024.

I give permission for my child _____ in class _____ to attend the kindergarten Bushkids 8-week program, walking to Cooleman Ridge on consecutive Thursdays from Thursday 25 July 2024 to Thursday 12 September 2024.

- I understand that my child will be walking to Cooleman Ridge accompanied by Chapman Primary School staff and parent volunteers.
- My child understands that if he/she makes inappropriate behaviour choices or compromises their own or the safety of others, he/she will be returned to school (please discuss this with your child).
- I will ensure my child is adequately prepared to participate and understand that children not prepared will need to remain at school on the day.

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.

- I have previously completed and returned the ACT Education Medical Information Consent Form for the current school year. *The Medical Information and consent form only needs to be completed once per calendar year prior to the first excursion unless there are changes to the details on this form.*

Are there any changes to the medical information previously provided for this school year? No Yes
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? Yes No

- **If yes**, is this medication and the accompanying plans held at the school? Yes No
All medications held at the school will be transported to this excursion.
- **If No**, please complete a [Medication Authorisation and Administration Record](#) and present this along with medication to the school front office prior to the departure date for this excursion. *Please contact the school front office on 6142 2400 for further information*

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 below.)

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:** _____

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 manage the excursion appropriately and effectively. 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.

PARENT VOLUNTEER INTEREST FORM KINDERGARTEN BUSHKIDS PROGRAM – COOLEMAN RIDGE

To assist schools in providing a safe and positive educational environment, volunteers and visitors must comply with the Volunteers and Visitors in Schools Policy and Procedure by attending the Bushkids Parent Information Session on **Thursday 20 June, 5-5:30pm** and by completing the following forms which will be available at the information session:

- A Volunteers and Visitors in School – Nomination Form,
- A Volunteers and Visitors in Schools - Code of Conduct Form,
- Volunteers and Visitors in Schools - Induction Checklist, and
- Understand the requirements of compliance with the [*Working with Vulnerable People \(Background Checking\) Act 2011*](#) (WWVP Act) obligations.

Please complete and return this slip, if you are interested in becoming a Volunteer in our school, are available to accompany kindergarten students to Cooleman Ridge on one of the weeks of the Bushkids program. A rotational roster will be developed by our kindergarten teaching team.

I understand I will be required to attend the Bushkids Parent Information Session or inform my child's teacher if I cannot attend and comply with and complete paperwork required under the Volunteers and Visitors in Schools Policy and Procedure to attend this excursion. I understand this paperwork is valid for one calendar year.

Volunteer's Name: _____

Connection to Student (Relationship): _____ Preferred Thursday date: _____

Students Name _____ Class _____

Contact email: _____ Phone: _____

Date: _____