

PLENTY PARKLANDS PRIMARY SCHOOL NO. 1915

48 Blossom Park Drive, Mill Park, 3082

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Principal: Claire McInerney

Assistant Principals: Julie Nixon and Alison Devereux

1st February 2021

Dear Parents/Guardians,

Please find below the details of the year 6 Melbourne Tour for 2021. This tour is an important part of our Civics and Citizenship unit of work. There will be 110 students in year 6 in 2021 and we would like **ALL** students to attend.

Each year the year 6 teachers reflect on previous camps and consider possibilities for future camps and the overall cost to our families. In the past years, Plenty Parklands Primary School has taken many students to Canberra however due to a number of reasons we have decided that in 2021 we will be doing a Melbourne Tour. Due to the current situation, the economic climate and falling numbers each year, we believe that this will be the best option.

VENUE: **Miami Hotel**
13 Hawke St, West Melbourne VIC 3003

DATES: ***Tuesday 10th August – Friday 13th August 2021 (inclusive)***

COST: Approximately \$680 (GST is charged on meals only)
This quote is based on 50% of students attending.
The final cost will depend on the number of students who attend
This will mean 3 payments. A non refundable/non transferable deposit of \$300 and 2 x \$190 payments.
Any consideration for part refund of the remaining amount due to late withdrawal of students due to illness, holiday, etc., can only be considered after all invoices associated with the camp have been finalised. If the school is charged by the provider then we cannot provide a refund.

STAFF: One adult for every 10 students.

TRAVEL: Bus (with seatbelts) to Miami Hotel and all visiting venues

PARENT HELPERS:

When we have determined the number of children attending the camp, we will know exactly how many extra adults will be required to ensure the 1:10 ratio. At this stage we have four teachers who will be attending. We will probably need about two parents and we would like one male and one female (this may change depending on numbers). Parents helping on camp will be required to undergo a Working With Children Check, be available for the 4 days of camp, work long hours, cope with late nights and early mornings, help with the constant supervision of children, participate in all activities, be caring, understanding and patient, have HEAPS of energy and a good sense of humour, be available for ALL students – not just your own, and get on well with 11/12 year

olds. No cost will be involved, as you will be covered in the staff ratio. *If you believe you can meet this job description, please indicate below that you wish to be considered as a parent helper.*

STAFFING FOR CAMPING PROGRAM (extract taken from school policy)

- The Principal has final approval of staffing profile.
- One adult to ten students (legal requirement) at no charge to the adults.
- School staff members are well briefed and approved to administer medicines, etc. as prescribed by parents.
- At least one staff member is to be level 2 First Aid trained.
- All staff have CPR, Anaphylaxis and Asthma training.
- All volunteers to have a Working with Children Check, at no cost to individual
- Minimum of 50% of the adults to be qualified teachers to fulfil ratio.
- Minimum of one senior/experienced teacher employed by the school to attend.
- Aim for gender balance where possible.
- In line with other considerations, as School Council has to approve school camps and is legally responsible, priority will be given to one non DET school councillor who has not previously attended a camp.
- As part of pre-service training, priority given to pre-service teachers to attend.

Remaining free places given to parents –

- Priority to trained nurse, doctor or first aid personnel.
- Priority to parents who are known to the school through their interaction with the school at parent/teacher/student interviews, school occasions and volunteer work. These occasions provide opportunities for parents to display the attributes we look for when seeking help with particular responsibilities such as a camp.
- Priority to parents who will take on a “de facto” staff role, where it is judged there will be no possible conflict of interest between de facto staff role with focus on all children and parent role with focus on own child.
- If a parent has decided that their child (who has a serious medical problem) can only go on the tour if the parent attends, then the parent is deemed as being out of the adult ratio and would be required to pay their way. The school will negotiate to get transport and accommodation at a reduced rate, where possible.
- Where there are more volunteers than places after all criteria have been looked at, names will be drawn out of a hat.

In order to finalise arrangements and calculate the precise cost of the camp, we need to know the exact number of students attending as soon as possible.

To confirm your child’s place, please complete the details below and return it with a **non refundable/non transferable** first payment (deposit) of **\$300 by Monday 1st March 2021**. Further details including the exact cost will follow when final numbers are known. The next letter will include the payments slips and dates for the two further payments.

PLEASE NOTE – NO LATE PAYMENTS WILL BE ACCEPTED. Your deposit must be received by Monday 1st March 2021.

If you have any queries, please contact your child’s teacher or Diana Mitrevski at the school on 9404 4311.
Diana Mitrevski
Melbourne Tour Organiser

✂----- Cut off and return the school by the due date -----

Parent permission

I give permission for my child _____ of home group _____

to attend the year 6 Melbourne Tour and I enclose \$300 as a non refundable/non transferable deposit.

Name _____

Phone no: _____

Date _____

Signature _____

Amount enclosed: _____ Cash / Credit Card / QkR / CSEF (please circle)

If you are interested in being a parent helper on camp please email the following information directly to Diana Mitrevski Diana.Mitrevski@education.vic.gov.au

Your name and daytime phone number, your level of first aid qualifications (if any) and if you have a Working with Children check – if yes the date you received it. (You will be contacted as soon as possible)

Credit Card payment ✂-----

PLENTY PARKLANDS PRIMARY SCHOOL – CREDIT CARD VOUCHER (to be used for amounts of \$10 and over)

Child's name:	Home group:	Payment for: ie. Camp	Amount

Please charge my: Visa Mastercard Amount: \$ _____

Card Number _____

Expiry Date: ____ / ____ Name on Card: _____

Signature of Cardholder: _____ Phone No. _____ Date: _____
