



## Stage 3 Camp – The Tops Conference Centre

Wednesday 18 September - Friday 20 September 2024

Thank you for returning the expression of interest for this year’s camp. We are all really looking forward to the event.

To be prepared for the Stage 3 camp at The Tops Conference Centre, a range of information needs to be collected about attending students. Within these pages you will find information regarding medical and dietary requirements, camp activities, behaviour expectations, what to bring and an acceptance of risk form. All forms must be completed, some online and some on paper, by the end of this term.

<b>DATES</b>	<p><b>Departure:</b> Leaving on Wednesday 18 September from Gray Street. Departure time to be confirmed at a closer date</p> <p><b>Returning:</b> Friday 20 September at approximately 2:15pm to school - Gray Street (We will take children off the bus on arrival and into the COLA area where they will be supervised until 3:00pm. Please ensure someone is organised to collect your child from there.)</p>
<b>TRANSPORT</b>	Travel will be in a seat belted coach
<b>ACCOMMODATION</b>	Cabins
<b>COST</b>	The cost for the trip will be \$348.00 which includes transport, accommodation, food and all activities.
<b>SUPERVISION</b>	Teachers in charge of the excursion will be: Ms Phillips, Mr Arrighi, Mr Argæet, Mrs Beckinsale, Miss Tyrrell and Mr Heffeman
<b>STUDENTS NEED TO BRING</b>	See attached note.

### Cost and Payments

The total cost of the excursion is **\$348.00**. Payment can be made in full or in instalments as listed on the following pages. If for some reason like illness, your child is not able to attend the camp, a full refund will be available. If you require support with partial payment for the excursion, please contact the office to organise a meeting with Mr Fisher.

### Online Camp Registration

All parents will need to complete the online registration form for their child/children. The link to this will be sent to you today, via the Sentral Parent Portal. As part of this registration, you will be completing forms regarding your child’s medical information and dietary requirements. This information is lodged directly with The Tops Conference Centre team and Woonona teaching staff have access to this information once it is lodged. **Please note:** this information must be lodged by the end of this term, Friday 5 July.

## **Behaviour**

It must be emphasised and understood that all students who attend this excursion are expected to display appropriate and exceptional behaviour at all times. It is imperative that students behave respectfully towards teachers, The Tops leaders and their peers throughout the duration of the camp and follow all camp and Woonona PS rules. Please understand that parents of any student who does not meet behavioural expectations during the excursion will be asked to come to The Tops Conference Centre and collect their child. Please ensure that your child completes the Student Behaviour Contract on Form A and understands their responsibility whilst they attend the three day excursion.

Please return the behaviour contract to classroom teachers by **Friday 5 July**.

## **What Happens on Camp?**

During each day, students will participate in outdoor activities, enjoy breakfast, lunch, dinner, morning and afternoon tea and spend lots of time with their friends and peers. Students will be responsible for looking after their gear, maintaining a tidy cabin and being in the right place at the right time.

## **Activities**

Whilst on camp the students will be participating in the following activities:

archery	high ropes or climbing tower
giant swing	cart racing
survivor	inflatables

**Night activities:** silent disco and cup stacking

## **Medications**

All students requiring medication must accurately record the name and dosages on the medical form completed as part of the online registration. On the morning of departure, all medication (including prescribed and over the counter medication) must be given to Ms Phillips or Mr Arrighi in a sealed bag or container. This package must be clearly marked with your child's name and contain instructions for dosage and administration of medication along with any doctors' notes. This information will be used to administer all medication on camp by Ms Phillips and Mr Arrighi.

## **Camp and Devices**

We ask that all devices including phones and smart watches be kept at home. Parents will be issued with contact numbers prior to camp that they can use in case of an emergency, if they need to contact any of the teachers or their child. The purpose of the camp is to enjoy the social experience in real time. Teachers will be taking photos during the camp and we are aiming to share these with families, in real time, over Seesaw. However, please be aware that camp life can be very busy for teachers and our duty of care to students comes first.

## **Further Information**

Early in Term 3, we will provide further information regarding travel times, including departures and expected arrival times, accommodation and a few last-minute pieces of information you will need to know.

Camp is an incredible experience for all involved, but it is also a huge three days for our teaching staff. I thank all teachers involved in advance for providing their time away from families, to make these opportunities happen. We are excited to be able to offer another camp this year as we highly value the opportunity it presents our students. We have found the camp experience provides students a time to shine, to learn, to make new friendships and firm up existing friendships, to take up responsibilities, to take risks and overcome challenges and most of all to have a whole lot of fun.

We are very much looking forward to our school camp 2024.

Emma Phillips  
Stage 3 Camp Coordinator

## Form A - BEHAVIOUR CONTRACT

### Student Behaviour Contract Stage 3 Camp – The Tops Conference Centre

Name of student \_\_\_\_\_ Date of Birth \_\_\_\_\_

As a representative of Woonona Public School on this excursion, I agree to:

- Behave respectfully, without arguing, and cooperate when a staff member gives direction or makes a request. I understand that I will be given an opportunity to voice my concerns at an appropriate time if I do not agree with the request.
- Take responsibility for my personal belongings and respect other people's property.
- Dress appropriately.
- Follow our normal school rules when participating in activities at The Tops.
- Behave responsibly as a student representative of Woonona Public School.

\_\_\_\_\_  
Name Student

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Stage 3 Camp 2024 - Full Payment Option

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Please find enclosed \$348.00 for the full payment of the Stage 3 Camp to The Tops Conference Centre due by Friday 26 July 2024.

Payment processed online through School Bytes or cash payment (please circle relevant payment method)

Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Stage 3 Camp 2024 - Deposit (Instalment Option)

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Please find enclosed \$148.00 deposit for the Stage 3 Camp to The Tops Conference Centre due by Friday 14 June 2024.

Payment processed online through School Bytes or cash payment (please circle relevant payment method)

Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Stage 3 Camp 2024 - 2<sup>nd</sup> Instalment

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Please find enclosed \$100.00 for the 2<sup>nd</sup> instalment of the Stage 3 Camp to The Tops Conference Centre due by Friday 26 July 2024.

Payment processed online through School Bytes or cash payment (please circle relevant payment method)

Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Stage 3 Camp 2024 - Final Instalment

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Please find enclosed \$100.00 for the final instalment of the Stage 3 Camp to The Tops Conference Centre due by Friday 30 August 2024.

Payment processed online through School Bytes or cash payment (please circle relevant payment method)

Parent/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## What to Bring

*Please label all clothing, towels and sleeping bag with your child's name.*

### What to Pack

- Shorts and t-shirts (no singlets, sleeveless or midriff tops)
- Jeans/long pants/tracksuit/leggings
- Jumpers/jackets
- Socks and underwear
- Pyjamas
- Joggers
- raincoat or all weather jacket
- Hat and sunscreen
- Toiletries, soap, toothpaste, toothbrush, lip balm
- Roll on deodorant (no aerosols)
- 2 towels
- Sheet
- Sleeping bag OR doona with two sheets
- Bring your own pillow
- Day backpack
- Plastic bag/s or garbage bag for wet or dirty clothes
- Water bottle
- Tissues
- Paper, pens, pencils
- Students may bring books or small games (cards etc.) to use during free time
- Medication (if required – as per previous info above)

Please remember we are attending for two nights and three days; a change of clothes is needed for each day. For some of the activities students will be wearing harnesses etc so it is important that clothing is appropriate for outdoor physical activities. Students must also be able to carry their bags to the bus, to their cabins and back. It may still be cold at night so warm clothes are important too.

### What Not to Bring

- Mobile phones, smart watches, cameras or any other electronic device
- Jewellery
- Food of any sort – no lollies, chewing gum, chocolates or snacks – all food will be provided
- Aerosols (ie spray deodorant, perfume, repellent)
- Anything valuable including money (supervising teachers are not responsible for the loss or damage to a child's personal property, including money or other valuable items).