



Jamboree Heights State School

Learning for Life

Dear Parents & Carers

Next term, Year 4 students have the opportunity to attend a two-day camp at Runaway Bay Sport and Leadership Excellence Centre on the Gold Coast. During the camp the students will participate in a mix of the following activities:

- * Outdoor Team Challenges
- * Beach Games
- * Archery
- * Stand Up Paddling
- * Night Activities
- * Indigenous games

Date of Excursion: **Monday 12th – Tuesday 13th May**

Students are to meet in the senior shed at 7:00am for a 7:30am departure

Cost of Excursion: **\$181.00** (This includes transport, accommodation, food and activities)

Payment Due Date: Tuesday 1st April

Permission: Due by Friday 21st March. On QParents;
Approve the permission if your child **is** attending,
Deny the permission if your child **will not** attend camp.

Other: Financial clearance – all student fees must be up to date in order to attend.
 Good standing – Parents/carers please understand that participation in this camp is dependent on behaviour choices. If your child has a major behaviour incident or repetitive minor behaviours, this could result in this camp being revoked.

Coaches will transport students to and from the camp. The camp is an important part of the school curriculum and student development, and it is anticipated that all children will attend. This style of camp provides a good lead into longer camps in Years 5 and 6.

Please ensure all personal items are clearly labelled. All medication must follow the Medication Procedures guide below.

Please complete and sign the JHSS Student Information Form as well as Form C and Activity & Transport Form from Gold Coast Performance Centre and return to your teacher. If your child requires medication, additional forms will be sent home to also be completed as a requirement for the camp.

Yours sincerely

Alistair Warren
 Year 4 Line Manager

Principal: Mrs Kathy Canavan e kcana2@eq.edu.au

Deputy Principals: Mr Scott Matthews e smatt138@eq.edu.au | Mrs Lyndel Ivory-Lisle e livor2@eq.edu.au

Mrs Jean Gibbs e jgibb11@eq.edu.au

35 Beanland Street, Jamboree Heights Qld 4074 **phone** 3725 5666 **web** www.jamboreeheightsss.eq.edu.au

Student Information

Student name: _____ Class: _____

Does your child have any **medical requirements**? Y / N

If so please provide details:

Does your child have any **special dietary requirements**? Y / N

If so please provide details:

DETAILS OF MEDICATIONS/ SPECIAL DIET REQUIRED WHILE AT CAMP. (PLEASE INDICATE TIMES AS AM/PM)	
MEDICATION / SPECIAL DIET	DOSE & TIME
1.	
2.	
3.	
4.	
5.	
6.	

NB: If medication requirements are indicated above, you will be provided forms to complete from the teacher

Are there any **other details** (e.g. bed wetting / sleepwalking etc) which may affect your child's full participation in the camp as a whole or the specific activities described in the form?

[**AUTHORITY:** I certify that, I will ensure that my child has not been in contact with any infectious disease for the four (4) weeks prior to camp, and that she/he is not suffering from scabies, impetigo or other ailments upon departure which are likely to be detrimental to members of camp.]

[**AUTHORITY:** I hereby authorise the supervising teacher/s to obtain any medical or associated assistance, which they deem to be necessary, should any medical condition or accidents occur. I agree to pay any ambulance, medical, dental and/or pharmaceutical expenses incurred on behalf of the above student that are not covered by my personal/family ambulance subscription or private health fund. I further authorise a qualified medical practitioner to perform surgery, administer anaesthetic and/ or administer blood transfusions if such an eventuality should arise. I understand should such a medical emergency arise; the supervising teacher will make every effort to contact me by phone first.]

Camp Medication Procedure

As-needed medication (e.g. Panadol, antihistamine)

If your child will be taking medications such as paracetamol, sea sick tablets or an antihistamine to camp to have *only as needed*, you will need to return the following items:

1. "Consent to administer medication" form (signed by parent)
2. "Medication order to administer 'as-needed' medication at school" form (completed and signed by a doctor/health practitioner)
3. The medication with an attached pharmacy label, in its original container, with intact packaging

Routine medication (e.g. Ritalin, antibiotics)

If your child will be taking regular medication to camp to have *at a routine time*, you will need to return the following items:

1. "Consent to administer medication" form (signed by parent)
2. Action plan signed by Doctor/Health Practitioner. The medication with an attached pharmacy label, in its original container, with intact packaging. The label must be clear and the instructions accurate.

Asthma/Anaphylaxis – considered 'as needed' medication for an Emergency response

You will need to supply the following items:

1. "Consent to administer medication" form (signed by parent)
2. Action plan signed by doctor/health practitioner.
3. The medication with an attached pharmacy label.

Medications already stored at school

If your child's asthma/anaphylaxis plan and medication -or- daily routine medication are held in the school office and need be taken to camp, please email the teachers to advise and they will collect from the office. For daily medication please contact the office to ensure there is enough supply to cover the camp duration.

****All forms and medications are to be returned together in a zip lock bag the week before camp. ****

*The requirements stated are **Education Queensland Policy** which the School must adhere to.*



STUDENT CONSENT & DIETARY FORM

School Name: _____

Student Name _____ Date of Birth: _____ Male / Female (please circle)

Home Address: _____

Parent / Guardian Name: _____ Contact No. _____

Secondary Contact Name: _____ Contact No. _____

General Practitioner's Name: _____

Medicare No: _____ No. on Card: _____ Expiry Date: _____

Are there any custodial issues that Runaway Bay SLEC Staff should be aware of? Please outline below:

Medical Consent

In case of a medical emergency, every effort will be made to notify carers. In the event that contact cannot be made, please give authorisation for Qualified Practitioners to administer: (Please select)

ANAESTHETIC: Yes No

BLOOD TRANSFUSION: Yes No

In the event your child suffers from a headache or any mild discomfort, please give authorisation for a visiting school staff member to administer:

PARACETAMOL: Yes No

Please list any medical history, concerns or special requirements

E.g. Anaphylaxis, Heart problems, respiratory problems, allergies, travel sickness, blood pressure, recent operations, epilepsy, diabetes, recent illness, recent operations, drug reactions (e.g. penicillin allergy), drugs required, phobias, limited swimming ability or other any other things that staff should be aware of (e.g. bed wetting, sleep walking)? (Dietary requirements on back)

I hereby authorise the Principal, or their representatives, to obtain such medical attention as may be deemed necessary. I acknowledge that the Department of Education does not have 'Personal Accident Insurance Cover' for children/students and I understand that all costs associated with any injury, including medical costs are the responsibility of the parent/carer.

Signature Required (Parent/ Guardian): _____ **Date:** _____

Media Consent

We aim to capture and share parts of our student's camp journey on **our social media platforms**. You can find us on our website: runawaybaysportlec.eq.edu.au or on Facebook: [Runaway Bay Sport and Leadership Excellence Centre](https://www.facebook.com/RunawayBaySportandLeadershipExcellenceCentre).

I give permission for photos to be taken of my student for the purpose of sharing to social media: YES / NO
(Please circle)

Signature Required (Parent/ Guardian): _____ **Date:** _____





Activity & Transport Consent

“The Queensland Department of Education requires Risk Assessments to be conducted on all curriculum areas that contain potential hazards. At RBSLEC, specific activities (Stand Up Paddle Boarding, Raft Building, Archery, Swimming/Pool Games, Weight based training & Triathlon) are deemed ‘high risk’, while Kayaking is classified as an ‘extreme risk’ activity. To minimise these potential risks, RBSLEC implements strict safety procedures in accordance with the Department’s health and safety guidelines. RBSLEC prides itself on its impeccable safety record with all sessions being facilitated by trained and qualified staff.”

Your school will provide the specific details of the extreme risk activities that are scheduled into your school’s camp program and will seek consent for your student to participate in these activities.

A number of water-based activities are delivered offsite at the Broadwater or in a water environment in the Runaway Bay area. Occasionally circumstances arise where walking to and/or from the offsite location isn’t within a student’s best interests due to injury or a wellbeing issue. Under these circumstances it is recommended that the student is transported in the Runaway Bay SLEC fleet car with a staff member from Runaway Bay and the student’s school. I give permission for my student to be transported by car when staff deem it necessary for their health and wellbeing.

Signature Required (Parent/ Guardian): _____ **Date:** _____

Dietary Requirements: (Please note: **Dislikes** and **selective eaters** are not considered a dietary):

❖ Do you have any food allergies and/or intolerances: NO YES (Please complete below)

Full Name	Peanuts	Tree Nuts	Soy	Fish or Molluscs	Crustacea	Egg	Milk	Wheat or Gluten	Sulphites

❖ Do you have any Special Diets: NO YES (Please complete below)

Full Name	Vegetarian	Vegan	Halal	Other (allergies or intolerances): Please specify

❖ Please advise of any **ANAPHYLACTIC ALLERGIES:** _____

I understand that **all menu items** (including those which have been specially prepared for guests with allergies or intolerances) **“may contain”** traces of Allergenic Ingredients due to food being processed on equipment and in an environment where all food types are produced.

IMPORTANT NOTES:

- ❖ If the presence of trace allergens is at all a concern, guests will need to bring their own food.
- ❖ If a guest fails to advise us of their dietary requirements prior to arrival, we cannot guarantee that a specially prepared meal will be available.
- ❖ Guests with food allergies/intolerances will communicate with the chef at the start of each meal service (in conjunction with the teachers).

Signature Required (Parent/ Guardian): _____ **Date:** _____





MEMORANDUM TO PARENTS & CARERS

Please be advised that your School Camp will be held at Runaway Bay Sport & Leadership Excellence Centre.

Whilst Runaway Bay Sport & Leadership Excellence Centre is a rewarding and exciting experience for students, parents/guardians may feel some apprehension. To alleviate any concerns, we have prepared the following information for you.

PERSONAL BELONGINGS

Throughout the week students participate in a variety of water and land-based activities. As laundry facilities are extremely limited, parents are requested to send enough clothing for the entire camp.

Please ensure your child has their swim wear, swim shirt, wet-shoes, hat, sunscreen and water bottle packed in their back pack for the first day as activities may begin before they unpack into their lodges.

CLOTHING Must be clearly labelled with waterproof ink	Tick	FOOTWEAR	Tick
Shorts		Sandshoes x 2 (closed in, one old pair)	
T-Shirts		Thongs and or Sandals	
Socks		Wet shoes for water-based activities ('croc's' as wet shoes are NOT suitable) No wet shoes = no participation	
Underwear			
Swim wear and swim shirt			
Warm Jumper/ Jacket		BEDDING	
Pyjamas		2 Sheets	
Raincoat		Pillow	
Full Brim Hat		Pillowcase	
Neat casual clothes for evening activities		Blanket/Sleeping Bag	
Water bottle		** No sleeping bags without sheets	
** Due to the outdoor nature of the program, sun protection is of utmost importance. Singlets and sleeveless tops are unsuitable for camp. Runaway Bay Sport & Leadership Centre employs the 'No Hat, No Play' policy.		TOILETRIES	
		Brush/Comb	
		Soap/ Shampoo/ Lip Balm	
		2 Towels / Washer	
MISCELLANEOUS		Toothbrush / Toothpaste	
		Deodorant (No aerosols)	
Pegs (x6) & Plastic Bags (x2) for wet gear		Sunscreen (30+)	
Small back pack		Vaseline/lanolin cream	
Drink/Water Bottle (Full on arrival)		Insect repellent	

**** PLEASE DO NOT BRING ****

Mobile Phones, Watches, Torches, Electronics, Cutlery, Food (sweets and lollies), Money, Sports Equipment.
No aerosol sprays of any kind are permitted





SAFETY

Strict safety procedures for each activity have been developed. These are explained to the students on arrival at the Centre and again before each activity is undertaken. Trained and qualified staff supervise all activities. Personal Flotation Devices / Buoyancy Vests must be worn for all water-based activities. Our teaching staff are required to attain and update a wide variety of accreditation including: *Copies of staff accreditation can be provided on request*

- * Senior First Aid Certificate
- * Resuscitation Certificate
- * SUP/Kayak Instructors Certificate
- * Student Protection Training
- * Archery Training
- * Pool Lifeguards

CARER / STUDENT CONTACT

Camp evaluation data compiled over the years shows students overwhelmingly enjoy camp. Despite this, homesickness is a recurring issue and is generally complicated by contact with home. Promoting student independence is a major goal of our programs. Parents or carers will be contacted if a student needs medical assistance for illness and injury that will inhibit their student's ability to participate in the camp program. There may be occasions where sensitive welfare issues occur and parents/carers will be notified via the visiting school. Parents and carers can be assured that minor health and welfare incidents are managed sensitively by our staff.

SECURITY AND NIGHT PROCEDURES

The site is locked and secured overnight from 9pm with a security officer patrolling the grounds and area around the accommodation facilities. Visiting school staff are instructed to lock the front lodge door overnight while each room door within the lodge remains unlocked for students to assemble quickly in the lodge common area in event of an evacuation. The security officer will notify visiting schools of the need to evacuate after hours and visiting school staff are inducted on the appropriate procedures to follow to support an evacuation. At least one visiting school staff member is assigned to each lodge accommodation venue to maintain direct supervision and ensuring student safety and wellbeing overnight. RBSLEC staff also remain on-call for any emergency situations that arise. Your assistance in telling your student to choose the bottom bunk if they have a history of sleepwalking or bed wetting is appreciated.

FOOD AND VALUABLES

Please do not allow your student to bring any food to camp (unless by special arrangement). Any food in the cabin area can attract unwanted insects and vermin, which may lead to health and hygiene problems. We strongly discourage students bringing any valuable items such as phones, watches, jewellery or money to camp as they may be easily lost, damaged or stolen. The Centre takes no responsibility for such items.

RUNAWAY BAY SPORTS CENTRE INVOICING POLICY

Runaway Bay Sport & Leadership Excellence Centre's invoicing is based on confirmed numbers prior to camp. Subsequently, refunds are only available upon request through your student's school for extenuating circumstances and will apply to the activity component only (i.e., Accommodation and meals are not refunded).

Should you have any concerns or questions regarding the Centre procedures or operations please do not hesitate to contact the camp co-ordinator at your student's school. They can contact the Centre if necessary. Constructive feedback is always appreciated. We trust that your student's stay will be a memorable and enjoyable experience.

