



# Manilla Central School

Postal Address: PO Box 187 MANILLA 2346

High School  
Wilga Ave MANILLA 2346  
Phone: 6785 1184  
Fax: 6785 2138

Primary School  
Court St MANILLA 2346  
Phone: 6785 1599  
Fax: 6785 1705



Dear parent/carers,

Your child has been selected to attend an excursion to **North West Regional Careers Expo** at the **TRECC** on **Wednesday 17<sup>th</sup> May 2023**

This excursion has been planned for **Careers**

The excursion will cost **\$0.00**

The class will depart from **Manilla Central School** at **11:10am**

The students will return to **Manilla Central School** at **3:00pm**

Travel will be by **Bus (Howlett's)**

The students will be supervised by staff members **Mrs Jones & Mr Mole**

Students will need the following items on this excursion:

- Full School Uniform,
- Snacks, lunch, and drink/s to be brought from home,
- **Additional Information:** Students will have the opportunity to visit and speak with universities, employers, peak associations and apprenticeship and employment services.

## Privacy advice

The NSW Department of Education is collecting the information requested on this form. The information is being obtained for the purpose of ascertaining relevant medical information, requirements and other health care related needs about your child who is currently enrolled at the school and who may participate in school excursions, sporting activities or other educational or school activities conducted by or in conjunction with Manilla Central School.

The school will use this information to plan, support students, and minimise risks when conducting the school excursions or other related school activities.

Other persons or agencies that may be provided with this information include, but are not limited to, volunteers and members of external organisations who join with the school or are otherwise involved in planning or delivering the excursion, sporting, or other school activity; and persons that may be called on to provide health care treatment or other assistance during or as a consequence of such excursions or activities.

Provision of this information is voluntary, however, if you do not provide all or any of the information requested, your child cannot participate in the excursion. In such circumstances, the school will make available a sound alternative educational experience.

Provision of this information will significantly assist the school in planning a safer educational activity. It will be stored securely. If you have any concerns about provision of this information, please contact the school principal to discuss further.

You may correct any personal information provided at any time by contacting the school office on 6785 1184.

Rachael Ferguson  
Relieving Principal  
Date: 12<sup>th</sup> May 2023

Danielle Jones  
Coordinator

Please complete the attached consent and return to **the office** by **Tuesday 16<sup>th</sup> May 2023**.

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## Manilla Central School Excursion Consent Form

I consent to (student name): \_\_\_\_\_ participating in an excursion to **North West Regional Careers EXPO** at the **TRECC** on **Wednesday 17<sup>TH</sup> May 2023**.

Please tick

Medical Information Form (attached) is completed

☐

I consent to my child receiving medical treatment in the case of an emergency

☐

Parent/Carer full name: \_\_\_\_\_

Parent/Carer signature: \_\_\_\_\_ Date: \_\_\_\_\_