

### Canberra Museum and Art Gallery – Preschool

Dear families

Later this term our preschool groups will be visiting the Canberra Museum and Art Gallery (CMAG) on their first excursion as part of the learning program.

Children will explore the exhibition 'Canberra Stories' which is a collection of social history artefacts and works of art that tell stories about the Canberra region. They will explore the stories behind the objects, and in the CMAG Studio, experiment with some of the tools and techniques artists use. The program is a wonderful way to introduce children to social history and visual art within a gallery and studio setting. This art-based experience will be an opportunity for rich oral language opportunities and inspire children to wonder and think creatively.

On arrival children will be welcomed to CMAG. They will spend 45 mins in the exhibition space followed by a break during which time they will eat their lunch. Children will then engage in some art making in the CMAG studio. Please note, children's creations will be collated by CMAG staff, collected by preschool staff at a later date and then sent home for children to enjoy with their families.

Staff accompanying students on the excursion include Lana Dibb, Mariana Fuenzalida and Sandra Browne. CMAG staff request that children work in groups of four supported by an adult. To meet this request, we invite parents / carers to join us. Please indicate your availability on the attached page. Teachers will be in touch closer to the date with further information. Please note if you volunteer, we ask that younger siblings are not brought along due to the nature of the excursion. Volunteers are able to travel to and from CMAG with the group.

Should you need to contact your child or staff on the day of the excursion, please call the school front office and they will pass on any messages.

A risk assessment has been prepared for this experience. A copy is available on request.

**Where:** Canberra Museum and Art Gallery, Civic  
**When:** **Echidnas - Tuesday 31 March 2020**                      **Possums - Thursday 2 April 2020**  
**Transport:** Chartered bus – Qcity transport  
**Timings:** Depart School 9:30am                      Arrive Canberra Museum and Art Gallery 10:00am  
CMAG program 10:00-12.15pm  
Depart CMAG 12.15pm approx. to arrive at Farrer Preschool 12.45pm approx.

**What to wear**                      Hat, Farrer uniform and sun cream applied prior to preschool.

**What to wear bring:** Children will bring their water bottles and lunch to CMAG. We ask that you please pack lunch separately in a container or paper bag for this day. As always, please label all belongings.

**Cost:** \$16 per child

Please fill in the permission note below and return to the preschool or the school front office with the payment form by **Thursday 19 March 2020**.

Kind regards,  
Preschool team  
13 February 2020

**Please return permission/payment notes by Thursday 19 March 2020**  
**(Week 7 Term 1)**

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### Permission

I give permission for my child \_\_\_\_\_ in the **Echidna / Possum** class to attend the Canberra Museum and Art Gallery on **Tuesday 31 March 2020 and Thursday 2 April 2020**. I understand the group will be travelling to and from CMAG by chartered bus.

- *The school has made every effort to keep cost for this activity at a responsible level. We have an equity fund which can be used to provide financial assistance for students where parents are unable to make the requested contribution. Please contact Principal, Liz Wallace for assistance.*
- *Staff 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 have not been negligent. Parents should warn children of the risk to themselves, to others and to property, of impulsive, wilful or disobedient behaviour.*

I have returned the 2020 Master Medical form for my child. Please inform Front Office staff if this information is NOT current.

Have there been any changes in your child's medical status since you last provided the school medical information?

Yes  No

If yes, an updated *Medical Information and Consent Form* is required to be completed.

Will your child require medication to be administered during the excursion (e.g. allergy medication, pain relief)?

Yes  No

If yes, please complete a *Medication Authorisation and Administration Record*.

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 to your child's teacher.

Name of Parent/Carer: (please print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### In case of emergency

Contact person on the day: \_\_\_\_\_

Contact person's best phone number on the day: \_\_\_\_\_

### Volunteers

I would like to join the **Echidnas / Possums** on their excursion to the Canberra Museum and Art Gallery.

Name of person who will be assisting: \_\_\_\_\_

Volunteer's contact number: \_\_\_\_\_

***Thank you for volunteering to support this experience. Preschool staff will be in touch prior to the event.***

**Please see payment section overleaf.**

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### Payment

#### Tick Payment Type for the amount of \$16

1.  Cash

3.  **QUICKWEB** (*preferred payment method*) by going to **Farrer Primary School's Website**

click on the **PAYMENT TAB**, you will be redirected straight to our Westpac Bank account, (this is secure page). Enter the following information when requested.

5.  EFTPOS at the front office

#### **Front office use only**

Date payment was completed: \_\_\_\_\_ Staff member: \_\_\_\_\_

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 in order to appropriately and effectively manage the excursion. 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](http://www.det.act.gov.au)) on the About Us page.