



24 March 2022

Under the Stewardship of Mary Aikenhead Ministries

Dear Year 9 Parents and Carers

Updated Detail Year 9 Camp

Arrival at school: **Wednesday 30 March - 8:00am**
Return to school: **Friday 1 April - 3:30pm**
Venue: **The Tops Outdoor Education**

We are pleased to share updated details for our upcoming Year 9 Camp given Somerset's lack of availability due to flood damage. Year 9 Camp will now take place at **The Tops Outdoor Education Stanwell Tops** on the same dates from Wednesday 30 March - Friday 1 April 2022. Students will be travelling to and from the venue by bus.

Whilst the students' Year 7 Camp was held at The Tops, be assured that much attention has been given to the creation of a different program with some new challenges suited to Year 9 age and we are accommodated in different buildings, (in cabins no longer tents). The activities will include cart racing and tree-line adventure. Year 9 have already contributed to the setting of goals for the camp experience so that it provides opportunity to enrich their growth as a year group – developing the ability to embrace challenge with collaboration and the resilience arrived at through persistence, problem solving and leadership as an act of service. These activities involve some element of risk and are assessed by the outdoor education professionals each time students engage in the activities.

Please refer to the previous that letter dated 9 March regarding College Expectations and Student Responsibilities including the need to either leave mobile phone at home or hand into Ms Lock on the morning of Camp. A suggested 'what to pack' list is attached – note students must bring their own bedding including pillow. Staff have access to campus phones in an emergency; and **in the event of an emergency at home you may contact Mrs Elizabeth Brooks, Deputy Principal who is accompanying Year 9 on camp (0432 079 177). The camp fee is integral to the Learning Resource Fee and we are unable to make refunds for non-attendance.**

Parents and carers can be assured that the College, the Camp venue and transport providers have COVID safe plans in place to ensure the health and wellbeing of students and staff. As part of St Vincent's College risk mitigation, we require the following responsibilities of students and parents and carers:

- Parents/ carers accept responsibility for their daughter to take a rapid antigen test on the evening before camp, Tuesday 29 March and to keep students at home where they test positive.
- Students (and staff) will wear masks on buses and in shared communal gathering spaces except when eating (and not bedrooms/ ensuite bathrooms and not outside).
- Parents/ carers provide permission for staff to administer rapid antigen testing in the event of a student presenting with Covid symptoms or identified as a close contact to a student who tests positive.
- Parents/ carers will arrange for their daughter to be collected from camp on the day she tests positive to Covid; or if requested by the College according to current government advice re close contacts.



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Students will need to be at the College by **8:00am on Wednesday 30 March for roll call on the Paved Area**. If your daughter is sick on the day, please call College Reception (9368 1611) by 7:30am. Students will return to the College by **3.30pm pm on Friday 1 April**; drop off location will be at the bottom of McElhone Stairs on Cowper Wharf Road where students can either walk up the steps to Victoria Street or be collected at the foot of the stairs in Woolloomooloo. After arrival, any uncollected students will return with staff to the College and will be supervised at the Victoria Street entrance. If a parent/ carer wished to collect a student directly from Stanwell Tops , you may do so; you would need to be at the **Centre by 1.00pm** [click here to view location on the website - Main Carpark](#) and if not there by the time the buses leave your daughter would need to return to school. You must indicate this on the permission note; this information is required for our bus company booking, if this is not indicated your daughter will return to the College.

Please complete and return the following by Friday 25 March:

- 1. The attached College Acceptance and Acknowledgment Permission Form** – students have been given hard copies of this form during Year 9 Assembly today.
- 2. Please click on the following link to complete The Tops online:** [Year 9 Student Registration & Medical Details](#) ASAP
- 3. We have previously communicated the need for you to have updated your daughter's Emergency Contact details and complete all Medical details via your Edumate Parent Portal. [CLICK HERE FOR INSTRUCTIONS.](#) It is essential that you do this to ensure your daughter's safety and our ability to contact you in the event of an emergency.**

We are grateful for your prompt attention and short turn-around to complete the required documentation. We have had done our very best to secure a venue and program suitable for our Year 9 experience.

We are confident that your daughter will have a wonderful experience at this Camp, and we thank you, as always, for your support of us in the holistic education of your daughter. If you have any concerns about the camp, or the arrangements described herein, please don't hesitate to contact the College and speak to Ms Lock or Ms Anderson.

Yours sincerely

Mrs Elizabeth Brooks
Deputy Principal

Ms Simone Lock
**Year 9 Camp Coordinator/
Head of De Lacy House**
locks@stvincents.nsw.edu.au

Ms Joanne Anderson
**Year 9 Camp Coordinator/
Head of Cahill House**
andersonj@stvincents.nsw.edu.au

Agreement (Participant) - This section is for the student to complete and sign.

I agree to the following expectations as a participant of this activity:

- *I understand* that at all times I must ensure the safety and comfort of myself, peers and staff.
- *I will* engage positively in all activities, in a spirit of collaboration and learning.
- My personal interactions with others will be respectful and appropriate.
- *I will* accept and follow the directions and advice of the staff/ supervisors at all times. This includes direction given regarding use of and/ or placement of electronic devices and communication.
- *I will not leave* this College activity at any time without *direct* permission of the staff.
- *I will not be involved* in consuming or providing alcohol, cigarettes, e-cigarettes or any illegal substances. I understand that if I breach this expectation, that my parents will be contacted and that I will be immediately sent home and that further disciplinary action will occur in accordance with College policy.
- *I accept* that my school reserves the right to search bags to ensure no banned substances are brought to this activity.
- *I understand* that, if necessary, a full report of my behaviour will be given to the College Principal.

Student Name: _____

Student Signature: _____

Date: _____

Acceptance/Acknowledgement of Risk - This section is for the parent/carer to complete and sign.

I give permission for my daughter _____ (first and last name) to attend the Year 9 Camp at 'The Tops Outdoor Education', Stanwell Tops from Wednesday 30 - Friday 1 April 2022.

Please ensure you have completed The Tops online: [Year 9 Camp Student Registration & Medical Form](#)

Your daughter will return to the College on Friday 1 April at approx. 3:15 – 3.30pm unless you have indicated an alternative pick up option below:

- I, parent/carer will pick up my daughter directly from Stanwell Tops, Main Carpark at 1pm on Friday 1 April.

OR

- I authorise another Year 9 parent/carer (name:) to pick up my daughter directly from Stanwell Tops, Main Carpark at 1pm on Friday 1 April.

In the event of a medical emergency, I give consent for the College staff or staff at the sites we visit to administer first aid and seek medical attention, as necessary. In such a scenario I authorise the staff to convey my child to the hospital by appropriate transport, which may be an ambulance. *The participant acknowledges that there is a risk of injury to the participant and/or a risk of an adverse effect to any current or past medical condition of the participant. **The participant acknowledges and agrees that the participant accepts that the participant engages in activities on the site at the risk of the participant.** The participant gives the College authority, where circumstances deem it necessary, to obtain medical and ambulance assistance for the participant in the case of the participant suffering injury or ill health while on the site. **I give permission for staff to administer Panadol, Nurofen, Antihistamine.***

Parents/Carers contact information and Student Medical details are held by the College as received from parents/carers. I have responsibility for updating my contact information and my daughter's dietary requirements and medical details, (providing current medications) if applicable by updating student details via the Edumate Parent Portal – [CLICK HERE](#).

Covid Risk Mitigation Responsibilities of Parents/Carers:

- **I accept responsibility for my daughter taking a rapid antigen test the evening before Camp.**
- **I give permission for staff to administer rapid antigen testing if my daughter presents with Covid symptoms or if identified as a close contact (shared bedroom) to a student who tests positive.**
- **I agree that I will arrange for my daughter to be collected from Camp on the day she tests positive to Covid; or if requested by the College according to current government advice re: close contacts.**

Parent/Carer Name: _____

Parent /Carer Signature: _____

Date: _____

What Do I Bring?

This is not intended to be a comprehensive list of everything you could possibly need. If in doubt, remember, it's better to have it and not need it than to need it and not have it!

Everyone coming to The Tops needs:

- Wet weather gear / raincoat
- Personal Medication
- Hat
- Jumper and / or Jacket
- Sunscreen
- Covered shoes (thongs & sandals are not recommended for outdoor use on site)
- Insect Repellent

Additional needs for those staying overnight:

- Linen: 1 base sheet + (i) sleeping bag or (ii) 1 top sheet and doona, pillow & pillowcase. Linen hire is available by prior arrangement
- Toiletries
- Bath Towel
- Sleep Wear
- Underwear
- Change of clothes for each day
- Socks

Additional needs for those participating in Activities:

- Extra pair of covered shoes
- Water bottle. Available to purchase by prior arrangement or during office hours
- Full length tops / shirts. Short tops and singlets are not suitable for activities, especially those involving harnesses
- Short pants. Not too short, especially for harnessed activities

Note: Outdoor activities may result in damage/ soiling of clothing. Please ensure clothing is suitable for outdoor recreational use. It is advised that these items (+ hat) are packed into your day pack, ready to go.

Extra stuff you might need:

- Day pack (for bush walking and carrying gear to activities)
- Garbage bag to take wet/ dirty clothes home in
- Torch