

## Excursion Information & Transport Authorisation

<b>Excursion:</b>	<b>Lollipops Playcentre Strathpine</b>	<b>Date:</b>	<b>8<sup>th</sup> April 2022</b>
<b>Activities Undertaken:</b>	Social experience with friends	<b>Destination Address</b>	104 Gympie Road, Strathpine 4500
<b>Means of Transport:</b>	Bus Company: Thompson Bus Services 267 Youngs Crossing Rd, Joyner Phone: 3882 1200	<b>Seatbelts:</b>	Yes
<b>Departure Time:</b>	9.30AM	<b>Return time:</b>	3.00PM
<b>Estimated Travel Time/ Route:</b>	Approximately via most direct route	<b>Ratio's:</b>	Educators: Approximately 10-11 Educator to child ratio: 1:8 Estimated Children: 70
<b>What to bring:</b>	Water bottle, sun safe clothing, hat, <b>SOCKS</b> , closed in shoes.	<b>Cost:</b>	\$55.00 fee + \$27.00 excursion = \$82.00 cost <i>(Before CCS Rebate)</i>
<b>Entering &amp; Exiting Premises Process:</b>	<p><b>Exiting the Service:</b></p> <ol style="list-style-type: none"> <li>1. Responsible Person to count / mark attendance at Service</li> <li>2. Group Leaders to count / attendance and confirm with Responsible Person</li> <li>3. Counts continue during embarking</li> </ol> <p><b>Entering the Destination:</b></p> <ol style="list-style-type: none"> <li>1. Responsible Person to count / mark attendance at Destination</li> <li>2. Group Leaders to count / attendance after disembarking and confirm with Responsible Person</li> <li>3. Continual spontaneous counts to continue throughout excursion</li> </ol> <p><b>Exiting the Destination:</b></p> <ol style="list-style-type: none"> <li>1. Responsible Person to count / mark attendance at Destination</li> <li>2. Group Leaders to count / attendance before embarking and confirm with Responsible Person</li> <li>3. Further checks to continue after embarking on transport</li> </ol> <p><b>Entering the Service:</b></p> <ol style="list-style-type: none"> <li>1. Group Leaders to count / attendance once disembarked</li> <li>2. Responsible Person to count / mark attendance at Service and confirm with Group Leaders all children are accounted for</li> </ol>		
<b>Embarking &amp; Disembarking Procedure:</b>	<p><b>Embarking:</b></p> <ol style="list-style-type: none"> <li>1. Group leaders to count / mark attendance before embarking on bus</li> <li>2. Staff member allocated to count all children embarking on bus</li> <li>3. Responsible Person to count / mark attendance of all children once seated on the bus</li> <li>4. Staff member to confirm count with Responsible Person before embarking</li> </ol> <p><b>Disembarking:</b></p> <ol style="list-style-type: none"> <li>1. Group leaders to coordinate children in group and count while disembarking</li> <li>2. Responsible Person to count / mark attendance of all children once disembarked</li> <li>3. Staff members to confirm count with Responsible Person before continuing</li> </ol>		

Please complete the attached Excursion & Transport Authorisation slip below and detach then return with the Vacation Care Booking Form.

### Excursion & Transport Authorisation

I understand that excursion procedure will be in accordance with Education & Care Services National Regulations 2011, Regulation 102. I understand that the names and numbers of accompanying adults, staff and children will be available on the day of the excursion. I understand that there is a complete venue and excursion risk assessment available to view. I understand the service has a written Policy & Procedure in relation to the conduction of excursions and transport also available to view.

I,	
Give permission for my children,	
To the service for authority to transport my child/ren to the excursion Lollipops Playcentre Strathpine Friday 8 <sup>th</sup> April 2022.	
<b>Parent / Guardian Name:</b>	<b>Parent / Guardian Signature:</b>

## Excursion Information & Transport Authorisation

<b>Excursion:</b>	<b>Hoyts Movies Stafford</b>	<b>Date:</b>	<b>14.04.2022</b>
<b>Activities Undertaken:</b>	Social experience with friends	<b>Destination Address</b>	Hoyts Stafford City 400 Stafford Road, Stafford
<b>Means of Transport:</b>	Bus Company: Thompson Bus Services 267 Youngs Crossing Rd, Joyner Phone: 3882 1200	<b>Seatbelts:</b>	Yes
<b>Departure Time:</b>	10AM	<b>Return time:</b>	1PM
<b>Estimated Travel Time/ Route:</b>	Approximately 20 minutes via most direct route	<b>Ratio's:</b>	Educators: Approximately 10-11 Educator to child ratio: 1:8 Estimated Children: 70
<b>What to bring:</b>	Water bottle, sun safe clothing, hat, closed in shoes.	<b>Cost:</b>	\$55.00 fee + \$27.00 excursion = \$82.00 cost <i>(Before CCS Rebate)</i>
<b>Entering &amp; Exiting Premises Process:</b>	<p><b>Exiting the Service:</b></p> <ol style="list-style-type: none"> <li>4. Responsible Person to count / mark attendance at Service</li> <li>5. Group Leaders to count / attendance and confirm with Responsible Person</li> <li>6. Counts continue during embarking</li> </ol> <p><b>Entering the Destination:</b></p> <ol style="list-style-type: none"> <li>4. Responsible Person to count / mark attendance at Destination</li> <li>5. Group Leaders to count / attendance after disembarking and confirm with Responsible Person</li> <li>6. Continual spontaneous counts to continue throughout excursion</li> </ol> <p><b>Exiting the Destination:</b></p> <ol style="list-style-type: none"> <li>4. Responsible Person to count / mark attendance at Destination</li> <li>5. Group Leaders to count / attendance before embarking and confirm with Responsible Person</li> <li>6. Further checks to continue after embarking on transport</li> </ol> <p><b>Entering the Service:</b></p> <ol style="list-style-type: none"> <li>3. Group Leaders to count / attendance once disembarked</li> <li>4. Responsible Person to count / mark attendance at Service and confirm with Group Leaders all children are accounted for</li> </ol>		
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### Excursion & Transport Authorisation

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I,	
Give permission for my children,	
To the service for authority to transport my child/ren to the excursion to Hoyts Movie Stafford on Thursday 14 <sup>th</sup> April 2022.	
Parent / Guardian Name:	Parent / Guardian Signature: