

# Local Excursion Policy

## Koroit and District Primary School

### LOCAL EXCURSION CONSENT FORM 2025

In 2025 Koroit & District Primary School may take students outside of school grounds to undertake educational activities in the local area.

**The purpose of this form is to obtain parent/carers consent for local excursions during 2025.**

This form does NOT provide consent for excursions that go beyond the local area.

#### Local excursions

Local excursions are excursions to locations within walking distance of the school and do not involve 'Adventure Activities'.

Local excursions that your child may participate in throughout 2025 could include:

Koroit library, the gardens, Rail Trail or the kindergarten

#### Notification of local excursions

Koroit & District Primary School will NOT seek further consent from you before local excursions take place. However, we will provide advance notice to parents/carers of upcoming local excursions through the school newsletter/class notes/personal phone message/Seesaw, XUNO or Schoolzine

For local excursions that occur on a recurring basis, Koroit & District Primary School will notify parents/carers once only prior to the commencement of the recurring event, eg; weekly sports lessons at the local oval.

Please keep the school informed of any updated contact details to ensure you receive these notifications.

#### First aid and Medical Attention

Where necessary, school staff will administer first aid. School staff will also seek emergency medical attention for your child if it is considered reasonably necessary. Any costs associated with student injury rest with parents/carers unless the Department of Education and Training is liable in negligence (liability is not automatic).

#### Accident and ambulance cover

The Department of Education and Training does not provide student accident insurance or ambulance cover. Parents may wish to obtain this cover, depending on their health insurance arrangements and any other personal considerations.

## Parent/carer consent for local excursions in 2025

I have read all of the above information in relation to local excursions. I understand that:

- to ensure the school has up-to-date health and contact information about my child, I need to inform the school if this information changes
- the school will notify me prior to a local excursion(s) taking place
- I may withdraw my consent for any/all local excursions at any time prior to the day of the excursion by contacting [Koroit.ps@education.vic.gov.au](mailto:Koroit.ps@education.vic.gov.au) or via phone on 55658332.

I give permission for my child \_\_\_\_\_ (full name) in Year level \_\_\_\_\_ to attend local excursions in 2025.

Parent/carer: \_\_\_\_\_ (full name)

\_\_\_\_\_ (signature) \_\_\_\_\_ (date)

In case of emergency, I can be contacted on:

\_\_\_\_\_ OR:

\_\_\_\_\_

Alternative emergency contact person:

Name: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Phone number: \_\_\_\_\_

## REVIEW CYCLE

This policy was last approved by school council on 20.11.2024 and is scheduled for review in 12 months.