



## Sacred Heart Girls' College Manawa Tapu

### Education Outside the Classroom (EOTC) and Sports Trips Permission

STUDENT'S NAME: ..... Year Level: .....

PARENT'S/GUARDIAN'S/CAREGIVER'S NAME: .....

CONTACT NUMBERS: DAYTIME : ..... EVENING: .....

HOME ADDRESS: .....

*Please tick*

☐ I give my daughter permission to attend sanctioned low risk school trips and sports trips during usual school time.

\* This includes sports trips, class trips, Literary challenge, music & drama trips, TSSA events, science & geography visits etc

\* We understand we will still be informed about all low-risk trips that take place including details of the time, mode of transport, cost and offers of parent help.

\* These types of trips will take place within the environs of Taranaki.

\* Transportation will be low risk, and may involve travel by foot, car, bus or school van.

\* We understand that we may be able to withdraw our daughter from the activity if they feel at risk. This must be done in consultation with the teacher in charge of the event.

\* Trips outside 'normal' school hours and 'overnight' will require separate permission and will be communicated by individual departments.

- I agree that my daughter will abide by the following school rules while taking part in any trip.
  - Students are always answerable to the staff/adults in charge
  - Students are NOT permitted to leave the group by themselves
  - ALCOHOL, SMOKING, VAPING and DRUGS are strictly prohibited
  - Students will demonstrate the school values of Ako, Manaakitanga, and Wahine Toa always.
- I agree that my daughter should take part in the activities, allowing challenge by choice where appropriate and fulfil any duties as may be required by the staff/adults.
- In the case of an emergency, I agree to the staff/adults in charge taking any action they see necessary for the well-being of my daughter. This may include transporting my daughter in a staff member's or accompanying adult's car.
- I authorise the staff/adults to arrange and administer, if necessary, any medical treatment for my daughter and agree to meet any costs incurred.
- I understand that my daughter's personal property is not covered by any school insurance. Parents and caregivers are advised to check the status of their own insurance cover for them.
- I agree that if my daughter does not abide by the rules laid down by the staff as the conditions of the trip, mentioned above and in the general information letters, she will be returned to school or home by the earliest available transport and I will meet all expenses.

#### Student responsibilities:

- Understand that any EOTC event is an opportunity for me to learn, practice skills and build attitudes and values in an environment outside of the classroom.
- Agree to show courtesy and consideration for others. Follow rules and instructions of staff and other supervisors.
- Understand that my parents may be contacted, and I may be sent home at their expense if my actions are considered unacceptable.

Student signature: .....

Date: .....

Parent/Guardian/Caregiver signature: .....

Please complete HEALTH details over the page.

HEALTH DETAILS

STUDENT'S NAME: .....

Please provide details of any RELEVANT MEDICAL CONDITIONS and MEDICATION that staff/adults in charge should be aware of when taking your daughter on a low-risk EOTC trip.

Privacy Statement: *The personal information being collected on this form is for the purpose of running SHGC EOTC events. It will remain confidential to school staff, contractors and volunteers associated with supervising activities on EOTC events. It will not be used or disclosed for any other purposes except in accordance with the Privacy Act 1993. You have the right under that act to access and seek correction of the information from the school.*

**If these details change at any time, it is your responsibility to ensure the school is informed.**  
(Please complete this in addition to the Confidential Health Information Form completed at enrollment);

RELEVANT HEALTH CONDITIONS: .....

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RELEVANT MEDICATION: .....

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Is your child safety conscious in and around water? circle YES NO

Is your daughter a competent swimmer? (50m without stopping) circle YES NO

Is there any other information Sacred Heart should be aware of? circle YES NO

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