**FINAL ARRANGEMENTS**  
*Grade 6 Cave Hill Creek Camp*

Dear Parents/Carers,

We are pleased to confirm that the following staff will be attending camp: Lynne (staff member in charge), Brenda, Cameron, Sarah, Winter, Mike, Michael McInerney and pre-service teacher Justyn. Lynne will be travelling by car to the camp. The car will remain at the camp for the duration of the camp and will follow the coaches.

This year there are approximately 61 students participating. Students will sleep in cabins.

All dining throughout the duration of the camp will take place in the camp dining room or in an undercover area adjoining the main building.

**Departure**

- 8.00 a.m. - Students arrive at school (Please be on time!!) and go into the Gym.
- 8.15 a.m. - Coaches packed
- 8.45 a.m. - Depart for Cave Hill Creek

Students **MUST** have a wet weather jacket, spare shoes and a warm sleeping bag.

**Medication**

ALL medication to be **CLEARLY** labelled in a sealed plastic bag and handed to Carolyn or Michael (in the Music Room) before departure on Wednesday morning.

**Travel Sickness**

If your child suffers from travel sickness please ensure normal precautions are taken e.g. light breakfast, give tablets if required and please inform the child’s teacher. If travel sickness tablets are required on the return journey, please write a letter of authorisation to Lynne Mackie, stating dosage, when they should be administered and sealed in a plastic bag.
**Lunch**
Students will be required to carry their prepacked lunch in a backpack which will be taken onto the bus. Please – NO fizzy drinks or lollies. We suggest water as the most refreshing drink in a re-useable water bottle (we need water bottles for activities at camp). Please include asthma medication and individual spacers for the bus.

**Risk Management**
The camp provides adequate food for all attending including supper and there is always a large bowl of fruit available for students to help themselves. As we have students attending who have severe food allergies, we are strongly requesting that parents/ carers do not send additional food to be consumed at the camp other than lunch on the first day. We will also be promoting and monitoring the non-sharing of food amongst all students.

Cave Hill Creek is an accredited school camp and as such must comply with any directives from the CFA and other government agencies. It has a detailed fire emergency plan in place and the immediate grounds are watered from the man-made lake at the camp. There is also a large grassed football oval which is used as an assembly point. The camp manager/owner speaks with all students and staff on arrival to ensure the safety of all and is very pro-active in ensuring that students have a thorough understanding of the signals and spaces in the case of an emergency.

**Communication during the Camp**
Staff attending the camp will forward a daily update, including weather conditions, which will be published on the school website at [www.wgps.vic.edu.au](http://www.wgps.vic.edu.au) and Tiqbiz. This will also include an estimated time of arrival back at school on Friday 29th.

If you are unable to pick up your child at 3.30 p.m. on this day please organise After-care or tee up with a friend - the luggage is heavy and your child will be tired!! OSHC enrolment forms will need to be completed for your child to attend this program.

In the event of a family emergency parents may communicate directly with camp after hours on (03) 534 97381. During school hours 8.30 - 5.00 please contact Jo or Carolyn. If whilst at camp a child feels unwell, is overly homesick, or has sustained an injury, the staff at camp will contact parents directly.

**Luggage**
Please ensure all belongings are **clearly labelled** and can be packed relatively easily into the bag/small suitcase. Don’t forget an extra pair of old shoes (in a plastic bag) for canoeing. These shoes will get wet and muddy so they must be old!!

**Remember**
iPods for listening to music, if this is a normal sleeping routine and cameras are brought at owner's risk. It’s quite OK to bring your own favourite book to read. Students are asked to not bring any electronic device which contains games e.g. iPod Touch.

NO STUDENT PHONES ARE PERMITTED AT CAMP.
Special Meals
If your child has special dietary requirements please let your child’s teacher know if not already mentioned.

Birthdays
Likewise if your child is celebrating a birthday while at camp please let staff know.

If you have any queries regarding the Camp next week, do not hesitate to contact Carolyn Shiels on 9481 5577.

Regards,

The Grade 6 Staff (Brenda, Cameron and Sarah)