ALBANY PRIMARY SCHOOL
32 Suffolk St Albany, WA 6330 08 9844 2860
albany.ps@education.wa.edu.au albanyprimary.wa.edu.au

Graduation Lunch

Dear Parents and Carers

I am pleased to provide you with the following details regarding our excursion.

Excursion to:	**Graduation Lunch - Albany Surf Lifesaving Club**
Class/Year groups attending:	Year 6
Departure venue, date and time:	Tuesday 15 December 2026, 11am
Return time:	2:30pm
Excursion leader:	Virginia Mercer
Travel details:	*Walk from Albany Primary School to Convention Centre and back*
Excursion cost:	Transport $ 2:00 Lunch Venue Hire, Food and drinks $47:00 $49.00 **Total: $49:00** **FUNDS DUE BY: Friday 11 December** ***Preferred Payment Methods:*** 1. Cash or EFTPOS at front office 2. EFT – **Albany Primary School** ** ***Please note our new bank details*** ** **BSB 066 040 ACC: 1990 8091** (Include student name and class in description)
Supervisory team: *(Include details of staff member with first aid responsibility)*	Virginia Mercer, Amy Coetzer & Katie Stafford
Contact arrangements during excursion:	*School mobile: 0429 376 036* *APS Office: 9844 2860*
Educational purpose of excursion This excursion has been planned to supplement the following work being completed in your child's classroom and/or is part of their education program.	
To celebrate the graduating class of 2026.	

Activities Your child will be participating in the following activities.
Graduation Lunch will consist of the following: loaded wrap or mini baguette with choice of filling • Fresh fruit cup (melon, grapes & berries) • Sweet & salty popcorn snack mix • Triple choc brownie bar **Drink:** choice of canned soft drink or bottled water
Special clothing or other items required. All excursion participants are to comply with all venue/site special clothing or other item requirements as prescribed.
Details: **Students change into a neat/casual outfit after the graduation ceremony.**

Excursion Leader signature:	
Principal signature:	

Please complete, sign and return the section overleaf to the school by Friday 4 December 2026

Please speak to your class teacher by Friday 4 December if your child has special dietary requirements. (If your child attended Rottnest Camp, we already have their details on file.)

Graduation Lunch 2026

LOCAL AREA EXCURSION 2026 - PARENT/CARER CONSENT FORM

Child's name:	
Class – Year:	6
Excursion to:	**Albany Surf Lifesaving Club – Middleton Beach**

Student health considerations

If your child's medical condition has changed or your child has special needs, please provide full details and include any relevant medical details below.

Special considerations

If the proposed excursion poses any health risks in addition to those identified in the Student Health Care Summary, please outline additional health risks below:

e.g. if your child suffers from anaphylaxis there may be risks associated with the provision of meals and storage of an adrenaline auto injector at the appropriate temperature.

Details

Parent/carer/guardian consent

P*lease tick each box to give your consent:*

☐ I give permission for my child to receive medical treatment in case of emergency.

☐ I am aware that the school and its employees are not responsible for personal injuries or property damage that may occur on an excursion, unless the school or its employees are proven to be negligent.

☐ I give permission for my child to travel on a bus with or without seatbelts.

Emergency Contact			
Name		Name	
Daytime Contact		Daytime Contact	
After hours		After hours	
Mobile		Mobile	
Relationship		Relationship	

I consent to	*(Your child's name)*
participating in an excursion to	**Graduation Lunch - Albany Surf Lifesaving Club**
on *(Date)*	**Tuesday 15 December 2026**
Signed	
Date	

Payment and permissions need to be returned before 3:30pm on Friday 4 December

Payment of $49:00 can be made by cash or EFTPOS to the front office

OR

Direct Deposit to the school's CBA Bank Account BSB: 066 040 Account: 1990 8091 **with your child's name as the reference comment.**

Your sincerely

Virginia Mercer, Amy Coetzer & Katie Stafford

Year 6 Classroom Teachers

01 November 2026