



SCHOOL EXCURSION / INCURSION NOTIFICATION

Dear Parent/Caregiver, an excursion/activity has been organised for your child.

Excursion / Incursion	Legacy Volunteering - Social Justice
Date	Monday 28th August 2023 (Students meet the teacher at 645pm at Turrumurra Station concourse for set up , for a 7am start), Friday 1st September 2023 (Students meet the teacher at 645pm at Turrumurra Station concourse for set up , for a 7am start)
Year / classes involved	Student Volunteers from Social Justice Group 7-12
Location	Turrumurra Railway Station Concourse, Turrumurra Shops near Station
Purpose	Social Justice Group is once again supporting one of Australia's oldest charities, Legacy Australia, to assist the families and dependents of Australia's veterans. Student volunteers from Social Justice will fundraise at Turrumurra Station and Shops in small groups to sell Legacy badges, pens, wristbands and keyrings to members of the public. Funds raised from this volunteering are used by Legacy Australia to support the families of Australia's veterans with financial, educational and socioemotional support services. Note: Year 11 students will only volunteer on the Monday.
Start time	6:45am Turrumurra Railway Station
End time	9:30am Returning to THS
Transport	Own Transport - Students are to make their own way to meet their teacher at Turrumurra Station at 6:45am. Bus-Students will return to school via public bus in the accompanied by their teacher.
Cost	No cost
Dress requirements	Full school uniform
Food	
Equipment	Youth Opal Card water bottle
Organising teacher	Tara Ellam
Teachers attending	Tara Ellam

<p>Additional information</p>	<p>DATES</p> <ul style="list-style-type: none"> * Students in Year 11 will only volunteer on the Monday * Students in Years 7-10 will be volunteering on the Monday and Friday. * Students who have another commitment Eg early morning orchestra at school etc are to advise the Supervising Teacher for adjustments to be made. <p>Requirements of Volunteers by Transport NSW</p> <hr/> <ul style="list-style-type: none"> * Students are NOT permitted on platforms or in the paid concourse area. * Students must be respectful and polite to commuters/customers at all time. * Do not obstruct, block or impede customers in the train station concourse area. * Students must not approach people to make sales, but instead must stay in their designated spot. 'Volunteers must not solicit business in a forward movement into customers'. * Students must keep their area clean and tidy, and clean up after themselves before leaving. <p>Other Information</p> <hr/> <ul style="list-style-type: none"> * Students will work in pairs or threes. If you don't have a partner, one will be assigned to you from SJG. * One student will carry the fundraising box around their neck; the other will collect money and possess the QR code for virtual payments * Be very careful not to drop / lose badges etc. Sometimes they fall out of the box. * Virtual Payments- If a member of the public wants to pay via the QR code, you MUST see their screen to verify they have paid before giving them the merchandise. * For all virtual payments, record the amount on the provided record sheet to keep track.
<p>Educational outcomes</p>	<p>Civics and citizenship Student leadership</p>
<p>Consent Form and Payment due to Office by</p>	<p>Monday 28th August 2023</p>

General Information Concerning Excursions / Incursions

1. Excursions and Incursions form an integral part of the curricula by providing enriching experiences which cannot be provided in the classroom.
2. This excursion/incursion has the approval of the principal. A risk management plan has been submitted to the principal as part of the excursion planning.
3. Students must wear full school uniform unless otherwise instructed above. Students who are not in uniform will not be allowed to attend.
4. A standard of behaviour is expected of all students representing the school in the greater community.
5. Please note the time and place of departure and return, transport arrangements, uniform requirements and food as advised above.



Mr David Arblaster
Principal