

Permission for Regular Outing – Ambrose Hallen Park 2025

Dear Parents/Carers

In accordance with Education and Care Services Regulation 102D we require an annual authorisation for any regular outing that your child/ren may be involved in during 2025 at Toongabbie West Activity Centre.

Service Name	Toongabbie West Activity Centre
Excursion details	Children will walk to Ambrose Hallen Park – Derbyshire Ave Toongabbie
Date (s) of excursion. If it is a regular outing include a description of when children are to be taken on regular outings.	Throughout After School Care and during Vacation Care in 2025
Proposed activities. List all activities that will take place during the excursion.	To be involved in programmed and free choice activities and use the outdoor play equipment.
Pick up location and destination (s). List each location travelled to and from as part of the excursion. E.g., the museum, park for lunch and service.	OOSH Main Room to Ambrose Hallen Park
Estimated departure and arrival times and duration of the excursion. E.g., from the service to each destination and returning to the service.	During After School Care – from 4.00pm to 5.30pm = 1.5hrs During Vacation Care – at different times throughout the day – 1/2hr to 1.5hrs.
Proposed route You can include an image of the route sourced online.	Walk out of OOSH room along verandah pass the Library and down the steps towards School Hall. Walk along path towards the back of the School pass the Hearing Unit and out the back gate into Ambrose Hallen Park. Upon returning to the Service, walk through the back gate along the path towards the front of the School passing the Hearing Unit. Then past the School Hall up the steps, past the Library, along the verandah and into the OOSH room.
Means of transport E.g., public bus, private bus, coach, private car, taxi, tram	Walking
Requirements for seatbelts or safety restraints in your state or territory have been met.	Yes / No Comment: If seatbelts are fitted, they will be used
Number and full names of each adult involved in the excursion. E.g., service staff, family members, volunteers	At least 2 Educators. As per Roster

<p>The number of educators / responsible adults, appropriate to provide supervision, and whether any adults with specialised skills are required.</p> <p>E.g. for children’s individual needs.</p>	<p>2</p>
<p>The number of children involved in the excursion.</p>	<p>Up to 30</p>
<p>Any water hazards during the excursion, including any risks associated with water-based activities?</p> <p>If yes, detail in the risk assessment table below.</p>	<p>Yes, No</p>
<p>Educator to child ratio, including whether this excursion warrants a higher ratio.</p> <p>Provide details in the risk assessment table below.</p>	<p>1:15</p>

- **A Risk Assessment has been prepared for this activity and is available at the Service.**
- **Written Policies and procedures for transporting children are available at the Service.**
- **Regular Transport Authorisation is only required to be obtained once in a 12 month period.**

I have read and understand the information regarding this regular outing and give my consent for my child/ren to attend.

Child’s Name: _____

Child’s Name: _____

Child’s Name: _____

Parent Name: _____

Parent Signature: _____

Date: ____/____/____