**REGULAR OUTING PERMISSION FORM**

**PARENT / GUARDIAN CONSENT FORM**

The *Education and Care Services National Regulations 2011* (Regulation 102) specify that written authorisations for excursions, given by a parent/guardian or person authorised on the child’s enrolment record, must include the following details:

Name of Kindergarten: Click here to enter text.

|  |  |  |
| --- | --- | --- |
| Proposed Location1:  Location | Proposed Location2:  Location | Proposed Location3:  Location |
| Reason for Outing  Click here | Reason for Outing  Click here | Reason for Outing  Click here |
| Description of the Location  Click here | Description of the Location  Click here | Description of the Location  Click here |
| Method of Transport  Click here | Method of Transport  Click here | Method of Transport  Click here |
| Proposed Activities  Click here | Proposed Activities  Click here | Proposed Activities  Click here |
| The period of time for the outing  Click here | The period of time for the outing  Click here | The period of time for the outing  Click here |
| Anticipated Number of Children  Click here | Anticipated Number of Children  Click here | Anticipated Number of Children  Click here |
| Anticipated Educator to Child Ratio  Click here | Anticipated Educator to Child Ratio  Click here | Anticipated Educator to Child Ratio  Click here |
| Anticipated Number of staff  Click here | Anticipated Number of staff  Click here | Anticipated Number of staff  Click here |
| Anticipated Number of other  responsible Adults:  Click here | Anticipated Number of other  responsible Adults:  Click here | Anticipated Number of other  responsible Adults:  Click here |

A Risk Assessment has been prepared and is available at the service.

**I give permission for my child to take part in this Regular Outing.**

I hereby agree and consent to my child (Child full name) participating in this Regular Outing within walking distance of our service during this calendar year.

I understand that notification of such outings will be posted beside the sign-in book detailing information including: destination, route taken, departure and return times and staff ratios.

Parent/Guardian Signature: Dated:

Parent/Guardian Name:

Parent/Guardian Contact Number:

Additional Emergency Contacts

1. Name Relationship to Child

Address:

Telephone

2. Name. ..Relationship to Child

Address

Telephone

Child’s Doctor Name: Telephone:

Health Privacy Notification

The personal and health information requested on this form is being collected by Shine Bright EYM for the provision of Community Services. This information will be used solely by Shine Bright EYM, for that primary purpose or directly related purposes. Shine Bright EYM may disclose this information to other allied health professionals for the purpose of continuity of care. If a referral to an allied health professional is required, consent will be obtained at that time, unless exempted by other relevant legislation. If this information is not collected then this may impact on the accuracy of professional advice given to you by the allied health professional and could affect service provision. The applicant understands that the personal and health information provided is for the provision of the **Child Care** and that he or she may apply to Shine Bright EYM for access to and/or amendment of the information. Requests for access and or correction should be made to Shine Bright EYM’s Health Privacy Officer.