



7 October 2025

Year 4 – Mapleton Camp 19 - 21 November 2025

Dear Parents/Caregivers

The Year 4 students will be going on a school camp to Mapleton from Wednesday 19 November until Friday 21 November 2025. The cost of the camp covers accommodation, food, transport and a variety of camp instructed activities.

Departure time on Wednesday 19 November: 9:30am at the front of the school

Please arrive: 8:55am at your classroom to mark roll

Arrival time back at school on Friday 21 November: Return by 3pm

Forms: Please complete the following forms and return to the classroom teacher by no later than 17 October 2025.

*Activity Consent Form – Permissions & Health Information Camp form –
Student Responsible Behaviour form – Medication Consent forms (if required)*

Activity Costs: \$366.50 total cost (\$50 deposit already paid, balance \$316.50)

Payment Deadline: Payment due 3 November 2025 (invoice to be emailed)

Payment Options: *Payment can be made by BPoint using the link on your Invoice, by the QParent App if you are registered, or in person at the school office via cash, EFTPOS or cheque. Payment must be received by the deadline above to ensure your child's participation in this excursion.*

Refunds: The decision as to whether the school will or not refund the payment in part or in full depends on whether the school has incurred any costs associated with the activity.

Medication: If your child requires medication, additional forms will need to be completed (see page 2 of attached "Permissions & Health Information Form"). Please contact either your classroom teacher or the office staff to organise a copy.

All medication needs to be in a zip lock bag with your child's name and class clearly labelled. This will need to be handed to the office with relevant forms completed no later than 13 November 2025.

Risk: Due to the nature of these activities, they carry a low/medium/high level of risk. School staff are aware of risks around environmental conditions, activities, demonstrations, facilities, group sizes and adult ratios and effective supervision. All students are advised of the process before starting each activity. Provisions have also been made for any students with a disability and/or medical and/or individual requirements.

Queries: If you have any concerns or questions, please contact your class teacher.

Mr Ben Smith
Camp Coordinator & Year 4 Teacher

Mrs Allira Campbell-Jeffrey
Deputy Principal

WHAT TO BRING ON CAMP

Mapleton Camp 19 - 21 November 2025

ALL ITEMS MUST BE NAMED (including underwear)

Make sure your child/ren pack all items in one large bag. They must also be able to carry their bag once at camp from the bus to their cabin.

We suggest that student have the following items easily accessible in their backpacks on the bus with them – hat, raincoat, water bottle, sunscreen, insect repellent, hair ties, and morning tea (if required in disposable packaging)

SLEEPING

- ☐ pillow and pillow slip
- ☐ sleeping bag, single fitted sheet to go over the mattress.

CLOTHING

- ☐ a set of clothes for each day plus a spare set, sleepwear, underwear and socks
- ☐ collared shirts, larger the better to cover skin from harnesses
- ☐ knee length shorts or long pants
- ☐ jumper
- ☐ raincoat – activities will continue even in the rain!
- ☐ wide brimmed hat (school hat)
- ☐ comfortable joggers (regular wear)
- ☐ joggers that can get wet (for canoeing)
- ☐ Swimmers and swim shirt (for canoeing and swimming)
- ☐ leave your jewellery at home – watches, chains and dangly earrings are not suitable for the ropes activities.

TOILETRIES

- ☐ bath towel and face cloth
- ☐ beach towel (for canoeing and swimming)
- ☐ biodegradable soap, toothbrush and toothpaste, hair brush, hair ties, roll on deodorant (please do **not** bring aerosol deodorant or hair products as they trigger the smoke alarms)
- ☐ insect repellent (roll on or cream type)
- ☐ sunscreen
- ☐ thongs for showers

OTHER IMPORTANT THINGS

- ☐ named water bottle
- ☐ small backpack
- ☐ bag for wet clothes

WHAT NOT TO BRING:

Food - there is plenty of good healthy food provided, so no one will go hungry. Please do not bring your own food unless discussed with the camp coordinator as allergy contamination may occur.

NO ELECTRONIC DEVICES are allowed at camp and torches are not needed.

RISK ASSESSMENT

Mapleton Camp 19-21 November 2025

The aims of the camp are:

- For students to develop the skills needed to cooperate and work with others in a non-school setting.
- Students have the opportunity to build on social skills that enable them to initiate, maintain and manage positive social relationships.
- To reinforce and extend classroom learning.
- To provide all students with the opportunity to participate in a camping program.
- To provide students with experiences that promote teamwork, cooperation, self-esteem, independence, leadership, judgement, tolerance, resilience and resourcefulness.
- To provide a program that offers students the appropriate skills and knowledge needed to act responsibly and work independently and within a team environment.

Your child will complete a total of 6 activities throughout the duration of the camp. All activities take place at Camp Mapleton itself.

Before activities start all students must have a filled water bottle and have applied sunscreen. They must also have a broad brimmed hat, suitable enclosed shoes and appropriate sun safe clothing on. During all activities, students are encouraged to drink water. They are also provided with either a morning or afternoon snack and allowed to go to the toilet at appropriate times.

The activities include:

Activity	Description	Lead by	Risk
High Ropes	Students will use two Giant Swings at QCCC Mapleton. With a maximum release height of 15 metres, the students can choose their own release height; whether that be 2 metres off the ground or all the way to the top. This high ropes element combines teamwork with individual choice.	Camp Leader Teacher supervision	High
Bush Skills	Aussies have a great bush heritage - living off the land and making do. Both of Mapleton's unique bush skills areas are situated on the edge of our protected wildlife corridor. This creates an authentic bush feel as the students learn about surviving in the outdoors. Students will be trained to build and light fires using a number of different survival methods. Campfire safety and leave no trace responsibilities are an important aspect of our bush skills lessons to ensure we respect and look after our natural environment.	Camp Leader Teacher supervision	Medium
Archery	Learn the skills and techniques required to get as close to the bullseye as possible! Students will learn about the history of Archery while getting first hand experience at shooting a bow and arrow themselves. Raining? No problem, this is one of our activities where students can shoot indoors at two all-weather ranges. Archery is often nominated as one of the favourite activities from students at camp.	Camp Leader Teacher supervision	High
Swimming Pool Team Activities	QCCC Mapleton has an amazing swimming pool facility. The group will splish and splash their way through action packed teambuilding activities. These activities all involve the students having fun, getting wet and learning how to work together all at once. An hour and a half of teamwork and excitement is followed by half an hour of structured swimming time. Our instructors are not only trained to facilitate fantastic water-based activities but are also qualified as pool lifeguards to ensure that the students are always safe.	Camp Leader Teacher supervision	High

Canoeing	Rain or shine, there isn't a better place to be at Mapleton than in a canoe on the lake. Our canoeing lake is a 120 metre long, 50 metres wide and is partly sheltered by an island in the centre. All students will gain some skills knowledge before venturing out onto the lake to play some amazing water games... and potentially get wet at the same time! At any point, the students are no more than about 25 metres from land with a maximum depth of 2.2 metres. Canoeing offers learning through skills as well as considerable learning through cooperation and communication.	Camp Leader Teacher supervision	High
NIGHT ACTIVITIES			
Indoor/Outdoor Games and Movie	A combination of indoor and outdoor (floodlit oval) games and activities and a movie on the final night.	Teacher	Low

Activity Consent Form
Mapleton Camp 19 - 21 November 2025

Please return the below forms completed and signed to your classroom teacher.

STUDENT NAME: _____ CLASS: _____

Privacy Statement

The Department of Education is collecting the personal information in this form in order to:

- obtain consent for the named child/student to participate in the excursion;
- help coordinate the excursion;
- respond to any injury or medical condition that may arise during or as a result of the excursion; and
- update school records where necessary.

The information will only be accessed by authorised departmental staff. The information will not be disclosed to any other person or agency unless we have your consent or we are required or authorised by law to do so e.g. in compliance with relevant Queensland Chief Health Officer's Directions.

Activity risks and insurance

The Department of Education does not have personal accident insurance cover for children/students. If a child/student is injured as a result of an accident or incident while participating in the activity, all costs associated with the injury, including medical costs are the responsibility of the parent/carer. Some incidental medical costs may be covered by Medicare. If the parent/carer has private health insurance, some costs may also be covered by your provider. Any other costs must be covered by the parent/carer. It is up to the parent/carer to decide the type/s and level of private insurance they wish to arrange to cover their child. Please take this into consideration in deciding whether or not to allow the child/student to participate in this activity.

Consent

By signing this form, I agree to all the following statements:

- I have read all of the information contained in this form in relation to the excursion (including any attached material)
- I am aware that the department does not have personal accident insurance cover for children/students.
- I give consent for the named child/student, to participate in the identified excursion.
- I will pay to the school the costs detailed in this consent form for the child/student's participation in the excursion.
- I agree to and understand the refund policy as it applies to this excursion (see Excursion costs)
- In the event of an accident or illness, school staff may obtain or administer any medical assistance or treatment the child/student may reasonably require, including contacting their doctor.
- I accept liability for all reasonable costs incurred by the department in obtaining such medical assistance or treatment (including any transportation costs) and undertake to reimburse the department the full amount of those costs.
- I have provided the school with all relevant details of the child/student's medical or physical needs on registration/enrolment and where relevant have updated this information.
- I give consent for child/student contact information to be shared in relation to this excursion in compliance with relevant Queensland Chief Health Officer's Directions.

Parent/Carer	Name:		
	Phone number:		
	Email address:		
	Signature:		Date:

Additional medical information

The school collected medical information about your child at registration/enrolment. This information is stored electronically in OneSchool. Please give full details of any new or updated medical information which may affect your child's full participation in the excursion described in the form.

Permissions & Health Information - Camp

This form is to provide school staff organising camps with confidential health information about a student which may affect their full participation in the activity.

Privacy Statement

The Department of Education is collecting this personal information in order to support the health needs of the named student during the excursion identified below. The information will only be used by authorised employees of the department. The information will not be given to any other person or agency unless we have your consent, or we are required by law to do so.

Name of excursion	
Date/s of excursion	

1: Student & Parent/Carer details

Student name			
Date of birth		Year level / Class	
Parent/Carer name			
Medicare number			
Private Health Insurance Fund name		Membership number	
Medical practitioner name		Contact phone number	

2: Health conditions

2.1. Does the student have any health conditions that the school has not been previously advised of?	☐ Yes (go to 2.2)	☐ No (go to 2.3)
2.2. Indicate the student's health condition/s: ☐ Asthma ☐ Anaphylaxis ☐ Diabetes ☐ Epilepsy ☐ Other: _____ Contact the student's teacher/activity coordinator as soon as possible to plan for any support or reasonable adjustments required to manage the student's health condition. For example, if the student requires medication or if they require additional overnight support e.g. catheterisation, gastrostomy, blood glucose testing.		
2.3. Does the student have any current or previous injuries that may affect their participation that the school has not been previously advised of?	☐ Yes (go to 2.4)	☐ No (go to 3)
2.4. Describe the injury:		

3: Medication requirements

3.1 Will the student require medication during this excursion? ☐ Yes (see below) ☐ No (go to 4)

- **Consent to Administer Medication form:** Any medication administered to a student requires parental consent. Parents to complete Part A. Part B to be completed if applying to self-administer an Asthma puffer (Principal approval required). A separate form is required for each type of medication. All medications must contain a pharmacy label which includes the student's name, prescribing Doctors name, dosage & time to be administered.
- **Medication order to administer "as needed" medication form:** e.g. Paracetamol / ibuprofen, skin cream, antihistamine for bites etc. to be completed by Medical Practitioner OR a Doctors letter outlining the condition, symptoms and treatment. This form is in addition to the Consent to Administer Medication form.
- Please be aware that Education Queensland policy does not permit the administration by staff members of "over the counter" medication e.g. Panadol, Nurofen, antihistamines and cough medicines etc., unless prescribed by a doctor. The packaging must contain the prescribing Doctors name on the pharmacy label and include the student's name and dosage.
- Contact the student's teacher/activity coordinator as soon as possible to ensure that the student's medication needs can be supported.

4: Dietary requirements

4.1 Does the student have specific dietary needs? ☐ Yes (go to 4.2 & 4.3) ☐ No (go to 5)

4.2 **PLEASE NOTE:** Due to the large number of meals prepared each day, the camp cannot cater for likes and dislikes, they will cater for genuine dietary needs only.

List the foods/ingredients your child CANNOT eat:

4.3. Describe the reason/s why the student cannot eat the above foods/ingredients e.g. religious, cultural, allergic/anaphylaxis, diabetic, coeliac, vegetarian:

4.4 **BIRTHDAY** on camp:

5: Permission to Watch PG rated Movies

5.1 During camp we may have the opportunity to watch movies in the evenings and while travelling on the bus, some of these movies may be rated "PG".

In order for your child to watch a "PG" rated movie, we require parental permission, please indicate your consent / non-consent, below.

5.2 Do you give permission for your child to watch "PG" rated movies during the camp?

☐ Yes

☐ No

6: Travel and away-from-home issues

6.1. Does the student experience travel/motion sickness? If YES and the student requires medication for travel/motion sickness, complete the <u>Consent to administer medication form</u> (as outlined in point 3).	☐ Yes	☐ No
6.2 Does the student require night bedwetting management or require an appliance / device at night to support a health condition? If YES , describe what aid / appliance / support is required:	☐ Yes	☐ No
6.3 Does the student sleep walk, have night terrors, have fears/phobias, experience anxiety, or have any other issue/s that may impact on their participation in camp activities? If YES , describe the actions required to manage these:	☐ Yes	☐ No

7: Emergency Contact Details (please provide 2)

7.1 1 st Contact – Name	
Relationship to student	
Home Phone Number	
Mobile Phone Number	
Work Phone Number	
7.2 2 nd Contact – Name	
Relationship to student	
Home Phone Number	
Mobile Phone Number	
Work Phone Number	

8: Declaration

I have reviewed the information provided in this form and confirm that this information is accurate.			
Name of Parent/Carer			
Signature		Date:	

STUDENT RESPONSIBILITY BEHAVIOUR FORM

Mapleton Camp 19 - 21 November 2025

Respect, safety, cooperation and participation are central to a student's responsibilities during Year 4 camp.

Leading up to Camp

To be eligible to go on camp, students must comply with the school's rules of being **safe, respectful and responsible**. Students who do not maintain satisfactory behaviour leading up to camp may not be invited to go on camp.

At Camp

Respect

Students have a responsibility to respect others, their privacy and belongings, as well as the accommodation area, the venues and the local environment. Students must:

- Stay away from the rooms of other students and their belongings.
- Be conscious that other residents should be protected from excessive noise at unreasonable hours.
- Display good manners towards the activity and venue operators at all times.
- Display appreciation of the efforts of others (bus and accommodation)

Safety

Students have a responsibility to adhere to safety instructions and procedures as presented at the camp and to the regulatory laws made by government bodies. Students must:

- Wear footwear at all times (fully enclosed shoes during activities).
- Protect themselves from exposure to the sun and from dehydration.
- Protect themselves from extreme weather by wearing appropriate clothing.
- Stay off equipment and activities unless supervised by a teacher or teachers.
- Be attentive in briefing sessions and during activities.
- Be aware of emergency procedures in the event of a fire.
- Ensure medical issues are known to classroom teachers.

Cooperation

Students have a responsibility to assist in efficient functioning of the program and the enjoyment of all participants. Students must:

- Ensure their own alertness, attentiveness and punctuality (meals, bus)
- Endeavour to foster positive relationships with others.

Participation

Students have a responsibility to ensure that maximum benefit is gained by them as individuals and for the group as a whole. Students must:

- Be prepared to participate in all activities programmed for them.
- Strive to be part of the group and achieve the group goals.

Students, who demonstrate by their behaviour that they do not acknowledge these responsibilities or are unwilling to accept them, are a danger to themselves, other participants and the success of the program. As a result, that student may need to be removed from the program and returned to school at their parent's expense.

I, _____ (child's name) have read the information on this sheet. I agree to do my very best to meet the requirements of responsibility, safety, cooperation and participation outlined on this sheet.

Student's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____