

## Excursion Checklist

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*Our sites are closed to the public when we are delivering school programs. Students, staff and parents are asked not to attend if they are unwell.*

*The program commences at 10:00am and concludes at 2:00pm with scheduled breaks for morning tea and lunch. Any requested modifications must be made in advance of your arrival.*

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### **Please complete the following:**

- Education Enquiry Form completed and submitted
- Students organised into even groups as detailed on the schedule provided
- Students advised of group number/identification prior to arrival
- Sufficient adults to supervise students in the groups specified on the schedule
- Communicate bus times and drop off/pick up locations to bus company

### **Please ensure you bring the following with you:**

- Clipboards and pencils for students
- Tarpaulin / picnic rug or similar for seated lawn activities
- Water bottles, one for each student. Sufficient water for the whole day
- First aid kit and any medications required
- Consider insect repellent and ointment for bites/stings and hand sanitiser