



YWCA CANBERRA YOUTH PROGRAMS WINTER SCHOOL HOLIDAY PROGRAM 2019

Excursion Permission Note

The YWCA Canberra Youth Programs is providing a free school holiday program to young people aged 10 – 25 years old. This is an ACT Government program funded to service vulnerable people in the community. As such, participants will be triaged base on a need's assessment which will be governed by best practice policy. If your child is not yet a member of the Clubhouse, please see the website or get in contact for a membership form. Transportation for all excursions will be with the Snow Foundation Community Bus and will be leaving from both:

- **YWCA Canberra Mura Lanyon Youth and Community Centre**, 22 Sidney Nolan Street, Conder, and
- **YWCA Canberra Clubhouse, May Gibbs Close, Richardson** (Community room, Richardson Primary School).

Please arrive at **either location** at the set times below.

Please see below for the available excursions:

- Monday 08th July | **The Bank Skate Park- Fyshwick** | 1.00pm-5.00pm
- Tuesday 09th July | **NAIDOC Week Celebrations- Woden** | 10.00am-3.00pm
- Friday 12th July | **Zone Bowling -Tuggeranong** | 1.00pm-5.00pm
- Wednesday 17th July | **LGBTQI+ Prom Planning Day- Civic** | 1.00pm – 5.00pm
- Friday 19th July | **Limelight Movies- Tuggeranong** | 1.00pm- 5.00pm

What to bring:

- Water bottle
- Jacket, gloves, beanie
- Enclosed shoes
- Backpack

What not to bring:

- Any valuables or anything you don't want to lose (YWCA Canberra holds no responsibility for the loss of any possessions)
- No alcohol, drugs or dangerous belongings.

Staff Details:

- **Youth Programs Team Leader** (Driver/First Aider): Ciára Duggan 0450 962 868
- **Clubhouse Coordinator** (First Aider): Annie-Lea Rowley 0406 375 993
- **Youth Engagement Officer** (Driver/First Aider): Tim Clement 0417 431 447
- **Youth Engagement Officer** (First Aider): Belinda Quinn 0420 424 525

Excursion Permission Note

Please **complete the following details and return** to YWCA Canberra Middle Years Youth Engagement Officer, belinda.quinn@ywca-canberra.org.au, or in person at May Gibbs Close, Richardson or 22 Sidney Nolan Street, Conder.

Tick/initial the one/s you would like to attend. Please note, prompt return of the permission note does not immediately qualify a position on excursion/s. Participants will be triaged based on individual needs and other determining factors. * Please fill in The Bank participant wavier.

Monday 08th July | ***The Bank Skate Park**

Initials: _____ Date: _____

Pick up: (please circle): Clubhouse/MLYCC

Tuesday 09th July | **NAIDOC Week Celebrations Woden**

Initials: _____ Date: _____

Pick up: (please circle): Clubhouse/MLYCC

Friday 12th July | **Zone Bowling**

Initials: _____ Date: _____

Pick up: (please circle): Clubhouse/MLYCC

Wednesday 17th July | **LGBTQI+ Prom Planning**

Initials: _____ Date: _____

Pick up: (please circle): Clubhouse/MLYCC

Friday 19th July | **Limelight Movies**

Initials: _____ Date: _____

Pick up: (please circle): Clubhouse/MLYCC

Young person's details:

Full name: _____

Mobile number (if they have one): _____

Date of birth: _____

Gender:

Male Female X NS

Preferred pronoun: _____

Emergency contact details:

Parent/Guardian's full name: _____

Contact numbers:

(H): _____ (M): _____

Email: _____

Secondary emergency contact's full name:

Relationship (i.e. dad, aunt, family friend etc)

Contact numbers:

(H): _____ (M): _____

Does the young person identify as:

- Aboriginal
- Torres Strait Islander
- Culturally and Linguistically Diverse
- Low Income/Health Care Card
- LGBTQI+

- Having a disability *(if yes, please specify)*

- Allergies *(if yes, please specify)*

- Medical conditions *(if yes, please specify)*

Do they have an allergy and/or medication action plan? Y/N

Please outline any information required in relation to this in the space provided below:

Are there any cultural/religious/dietary/medical/gender/**other** requirements that YWCA Canberra need to know?

Has the young person attended School Holiday Programs in the past? Y/N

If **yes**, please specify below:

- In the past 3 months
- In the past 6 months
- In the last 12 months
- Within the last 2 years
- Within the last 3 years
- Within the last 5 years

| Office Use ONLY | |
|---|---|
| Date returned: _____ | Referral: Y/N |
| Program: <i>(i.e. Clubhouse, Youth Engagement, School)</i> _____ | Name: _____ |
| Triage process explained: Y/N | Organisation name: _____ |
| Communication process explained: Y/N | Further information: _____ _____ _____ |
| Request to be waitlisted: Y/N | |
| Support/s required: Y/N | <input type="checkbox"/> Data entry completed |

Excursion Permission Note

(Please complete the following and return)

I understand that although staff will take every reasonable precaution to ensure the safety of participants, all physical activities in this program carry the risk of personal injury. I acknowledge that there are inherent risks of personal injury involved in YWCA Canberra activities, and I agree that I/my child participates in activities at my own/ their own risk.

I give YWCA Canberra staff permission to administer first aid to me/my child in the event of an emergency. I agree that in case of emergency, and emergency contacts cannot be reached, I give permission for medical and transport arrangements to be made on my/my child's behalf and I will incur the cost of transportation to a hospital/emergency service and for any associated costs.

I agree that always I will act in a responsible manner, and should I fail to meet expected standards of behaviour, I/my child may be required to cease the activity and/or be required to leave the activity (at my own expense if transport is required).

I acknowledge that should I/my child choose to leave the program for any reason, then YWCA Canberra staff will not be held responsible, but will inform one of the persons listed above (if the young person is under 18 years of age).

At all times, I acknowledge my/my child's responsibility in practicing sun-smart practices.

I have read the above information and I give permission for my child/dependant, (child's full name) _____, to attend the YWCA Canberra Youth Programs Winter 2019 School Holiday Program excursions.

Participant Signature:

Date:

Parent/Guardian Signature *(If participant under 18 years of age)*:

Date:

Photography Permission Note

(Please complete the following and return)

I _____ (participant's name) provide consent for YWCA Canberra to record my image (photograph or video footage) for promotional purposes. I understand my image may be used in mediums including; publications and promotional material, and broadcast, print and electronic/social media.

I acknowledge that my image will be used without any personal compensation or remuneration. I agree to forgo any rights to my image including moral rights and copyright.

YWCA Canberra agrees not to use your image in a manner that may be deemed adverse or defamatory. The image will remain the property of YWCA Canberra and any personal details regarding this image will be kept confidentially and will not be used for any purpose other than related to your image.

You should understand that any image which is published online can be copied and redistributed without the knowledge of the person that uploaded it. Once published, we may not be able to retrieve or delete images if consent is withdrawn after publishing.

I agree my images can:

- be used to promote YWCA Canberra Youth Programs Only
- be used for ongoing future use (general ongoing use related to the role and function of YWCA Canberra, including external agencies)
- include my name with the image

You can withdraw your consent at any time by contacting YWCA Canberra

Participant's signature:

Date:

Parent/Guardian signature:

Date: