



18 October 2019

Dear Parents and Caregivers

During the week 24<sup>th</sup> February – 28<sup>th</sup> February, all Southwell students will be involved in a comprehensive and rewarding outdoor education experience.

During Camp Week, the Year 4 children will be staying in the Southwell Boarding House and will be involved in a variety of day trips and activities.

As parents, you are an invaluable resource and we would like to offer all of our prospective Year 4 parents the opportunity to participate in our camp as Parent Helpers.

There are 3 levels of help required:

1. Be a full-time Camp Parent, staying overnight in the Boarding House from **Tuesday** to **Thursday** inclusive and assisting with camp activities, onsite and offsite. (There are periods of time during the week where we do not require parent help and you are encouraged to have some 'free time', this means you are able to go offsite).
2. Overnight Camp Parent, (This entails being at school from 5:00 pm through to 8:00 am the next day and attending breakfast and dinner meals). Assisting with none or just some of the daytime activities.
3. Daytime helpers, assisting with activities.

Our preference would be for Parents who are available for the entire week as full time camp parents, staying overnight and assisting with day trips. However, we would appreciate any offers of assistance.

Parents offering to help with water based activities must themselves be competent in the water.

Parents may need to transport themselves, or arrange to car-pool for offsite activities.

Currently our planned schedule is:

- Monday: Biking Safety and Challenges at School. No assistance required.  
Tuesday: Visit to Avantidrome biking course in Cambridge. Assistance required all day.  
Wednesday: Art and Pottery at School. Only a few helpers required.  
Thursday: Highwires, Kayaking and Stand Up Paddleboarding (SUP) at Karapiro Domain. Assistance required all day.  
Friday: 10.00 am -12.00pm Bike Gymkhana at school. Assistance required.

If you have more than one child at Southwell, you may indicate a second preference to attend another camp on the attached form in the event that you are not selected to attend this camp.

**Applications need to be handed in to the school office by no later than Monday 11th November 2019.**

Acceptance for helping with any trips during camp week will be dependent on having a clean Police Vet. However, it takes at least eight weeks to clear so we will process the camp applications from parents as we receive them. Should there be a problem with the Police Vet, we will contact parents discreetly and confidentially.

When returning the form, you will need to bring **two forms** of current identification. One must have a photograph on it (e.g. Passport, Driver's Licence, Firearms Licence).

**The identification and the completed form can only be brought to the school office by the parent making the request to join camp** (i.e. you cannot send the form to school with a student).

If there are any queries regarding the Police Vet process please contact the Headmaster, Jason Speedy.

CHECKLIST OF WHAT YOU NEED TO BRING TO THE SCHOOL OFFICE:

- Completed offer of assistance form
- Completed Police vetting form
- Two forms of current identification (one that is photographic)

**TO BE CONSIDERED AS A PARENT HELPER - PLEASE RETURN THE COMPLETED FORM TO THE SCHOOL OFFICE NO LATER THAN MONDAY 11TH NOVEMBER 2019.**

Yours sincerely

A handwritten signature in blue ink that reads "Kirsty McDonald".

Kirsty McDonald  
**Year 4 Dean**

Offer of Assistance - Year 4 Camp 2020

Mr/Mrs/Ms/Dr \_\_\_\_\_  
(Parent wishing to attend)

PHONE: \_\_\_\_\_ (Home) \_\_\_\_\_ (Work)  
\_\_\_\_\_ (Mobile)

SON'S / DAUGHTER'S FULL NAME: \_\_\_\_\_

- I have completed a Police Vet Form (attached)
- I have completed a Police Vet Form for Southwell School within the last two years.
- I am prepared to stay in the Boarding House to assist with supervision for the four nights inclusive (5.00pm-8.00am)
- I can help overnight on these nights \_\_\_\_\_
- I can help with activities on these days \_\_\_\_\_
- I am not a competent swimmer and not competent in the water.

Please indicate below if you or your spouse/partner have been a Camp Parent on previous Southwell Camps.

Camp (e.g. Lake Taupo)	Year (e.g. 2015)
_____	_____
_____	_____

Please detail outdoor experiences / specific strengths (e.g. swimming, kayaking), particularly any medical, first aid or nursing qualifications and/or expertise

\_\_\_\_\_  
\_\_\_\_\_

Please state any existing medical condition and/or medication required by you, or food allergies which may affect the welfare and safety of yourself and other camp participants. e.g. heart condition, asthma, diabetes.

\_\_\_\_\_  
\_\_\_\_\_

Please advise of any personal dietary requirements; vegetarian, vegan etc that you have.

\_\_\_\_\_  
\_\_\_\_\_

If I am not selected to attend this camp, I would like to be considered for the following camp as my second preference:

Child's Name: \_\_\_\_\_ Camp: \_\_\_\_\_