



# Melrose High School

Marr Street Pearce ACT 2607

ABN 25 459 896 375

" A community of learners building on a tradition of excellence"



## Canberra CareerXpo Excursion

Dear Parent/Carer,

The school is offering an excursion to the Canberra Careers Xpo for all Year 10 students on Thursday 3 August 2017.

The Canberra Careers Xpo is the largest event of its type in the Canberra region and a great opportunity for young people considering their post school options. The Xpo allows students to speak to representatives from many tertiary institutions across Australia, as well as employer groups, registered training organisations, apprenticeship centres, trade and government agencies.

Students will also have the opportunity to visit the Career Services for Migrants and Refugees stall, the Indigenous Employment Exhibition and WorldSkills Australia's Try'aSkill. Qualified career practitioners will also be on hand to provide career guidance.

As this is an optional activity, a payment will be required to cover the costs. If the school is unable to cover the costs, the school may not be able to provide the excursion. Individual records of contributions are confidential.

**WHEN:** Thursday 3 August 2017  
**TIME:** 11.00am to 2.00pm  
**WHERE:** Canberra CareersXpo: EPIC – Exhibition Park Mitchell  
**STAFF:** Susie Boer, Garry Douglas, Paul Harriott, Sylvia Schuback  
**TRAVEL:** ACTION Bus  
**COST:** \$ 8  
**FOOD:** Students to bring their own lunch & drink bottle

Please complete the attached permission form to give permission for your student to participate in this activity. Completed permission form needs to be returned to the Finance Office by Tuesday 25 July 2017.

If you have any questions regarding the excursion, please contact Sylvia Schuback on 61420700.

Yours sincerely

Sylvia Schuback  
Workplace Learning Coordinator  
20 June 2017



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## Permission Note for Canberra CareersXpo

I, \_\_\_\_\_ hereby give permission for my son/daughter  
\_\_\_\_\_ to attend the Canberra Careers Xpo excursion  
on Thursday 3 August 2017. I understand the transport arrangements involved.

Immediate medical needs of my child (eg. diabetic, anaphylactic, asthmatic, ...):  
\_\_\_\_\_

### Parent contact if needed during excursion (Necessary)

Parent/Carer: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Carer: Name: \_\_\_\_\_ Phone: \_\_\_\_\_

*Staff accompanying students on excursions will take all reasonable care while students are in their charge to protect them from injury and to control and supervise their behaviour and activities. Parents should be aware that staff members are not responsible for injuries or damage to property that may occur on an excursion where, in all circumstances, staff have not been negligent. Parents should warn children of the risk to themselves, to others and to property, of impulsive, wilful or disobedient behaviour.*

*It is customary for the school to request a financial contribution towards meeting the cost of your child's participation in this camp/excursion. The school has made every effort to keep costs for this activity at a reasonable level. This is an enrichment activity so a payment will be required to cover all costs. The school reserves the right to cancel the activity should all costs not be covered. Individual records of contributions are confidential.*

Parent/Carer: \_\_\_\_\_ Date : \_\_\_ / \_\_\_ / \_\_\_

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### PAYMENT SLIP FOR CANBERRA CAREERSXPO, Total Cost \$8, Organiser: Sylvia Schuback

It would be appreciated if payment was received by Tuesday 25 July 2017.

Student Name: \_\_\_\_\_ Year: \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_ cash/cheques made out to Melrose High School

Online Payment <http://www.melrosehs.act.edu.au/payment> and follow the prompts.

Online Payment Code: 8001 CAR 00

Direct payments can be made to Westpac Bank Account Number: 001658 – BSB 032777 please put family name and description of the payment (eg. CCX surname) and email [frontoffice@melrosehs.act.edu.au](mailto:frontoffice@melrosehs.act.edu.au) to confirm payment.