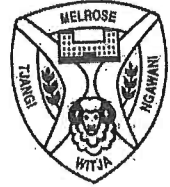




Melrose High School

Marr Street Pearce ACT 2607
ABN 25 459 896 375

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



Canberra Career Xpo Excursion

Dear Parent/Carer,

The school is offering an excursion to the Canberra Careers Xpo for all Year 10 students on Thursday 8 August 2019.

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 Indigenous Employment Exhibition, the STEM Cell and Hands on Experience exhibits. 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 8 August 2019
TIME: 11.00am to 2.15pm
WHERE: Canberra Careers Xpo: EPIC – Exhibition Park Mitchell
STAFF: Rosanna Thompson, Rachel Kane, Mark Baldwin, Sylvia Schuback
TRAVEL: ACTION Bus
COST: \$ 6
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 30 July 2019.

Yours sincerely

Sylvia Schuback
Workplace Learning Coordinator
2 July 2019



ACT
Government
Education

Melrose High School

Marr Street Pearce ACT 2607
ABN 25 459 896 375

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Permission Note for Canberra Careers Xpo

I, _____ hereby give permission for my son/daughter
_____ to attend the Canberra Careers Xpo excursion
on Thursday **8 August 2019**. 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.

Parent/Carer Signature: _____ Date : ___ / ___ / ___

PAYMENT SLIP FOR CAREERS XPO, Total Cost \$6

It would be appreciated if payment was received by Tuesday 30 July 2019.

Online payment is the preferred method of payment.

1. Visit the Melrose High School website, <http://www.melrosehs.act.edu.au/payment>. All payments are processed securely through Westpac and can be made with a debit or credit card.
2. Click the link to *Quick Web*, a secure Westpac site. Complete the fields with as much detail as possible noting the compulsory fields which are marked with a green asterisks (*), including the Fee Code of Careers Xpo
3. Westpac will provide you with a receipt which you can bring to the office or email the receipt to melrose.finance@ed.act.edu.au

Payments can also be made in person at the front office with cash, cheque or EFTPOS. You can also deposit direct into the School Bank account. BSB 032777, Account - 001658. If paying by direct deposit, please advise the School Financial section by email at melrose.finance@ed.act.edu.au

Please ensure you include the Student/Family Key from the student's ID card and the Fee Code for all payments.

MEDICAL INFORMATION AND CONSENT FORM

Instructions

This form must be completed by the parent/carer of each student in an ACT public school. The form is used to request general medical information about students and provides for parents/carers to consent to first aid treatment for their child/ren in line with the directorate's First Aid Policy and First Aid General Procedures. This form must be completed annually. Parents/carers must inform the school immediately if there are any changes to the information provided within the form.

Section A – Personal Details (please fill in clearly)					
Student's Name				Date of Birth	Gender M <input type="checkbox"/> F <input type="checkbox"/>
School				School Year	
Parent/Carer Name				Address	
Telephone Contact	Mobile		Home		Business
Emergency Contact 1				Telephone	
Emergency Contact 2				Telephone	
Name of Qualified Health Professional				Telephone	

Section B – Medical Information	
Please tick if your child suffers any of the following:	
<input type="checkbox"/> Allergies	<input type="checkbox"/> Blood Pressure
<input type="checkbox"/> Anaphylaxis*	<input type="checkbox"/> Diabetes*
<input type="checkbox"/> Asthma*	<input type="checkbox"/> Eczema
<input type="checkbox"/> Epilepsy*	<input type="checkbox"/> Fainting
<input type="checkbox"/> Hay Fever	<input type="checkbox"/> Fits or blackouts
<input type="checkbox"/> Headaches	<input type="checkbox"/> Heart Condition
<input type="checkbox"/> Nose Bleeds	<input type="checkbox"/> Reaction to Drugs
<input type="checkbox"/> Sight/Hearing Problems	<input type="checkbox"/> Sun Screen Sensitivity
*Please complete and attach a <i>Known Medical Condition Response Plan</i>	
<input type="checkbox"/> Other (please specify)	
Please identify whether your child is presently taking any medication: Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, the parent/career must give written permission and direction for the administration of any medication at school or during school related activities, as follows:	
<ul style="list-style-type: none"> For a short term, non-ongoing medical condition (e.g. antibiotics for a period of 10 days) please complete the <i>Medication Authorisation and Administration Record</i> and provide qualified medical professional's authorisation (a copy of the medical prescription is sufficient in the case of short term administration of medication). For long term, ongoing administration of prescribed medication complete the <i>Medical Information and Consent Form</i>, the <i>Known Medical Condition Response Plan</i> and the <i>Medication Authorisation and Administration Record</i>. 	
Date of last tetanus injection	
Are you aware of any physical or psychological limitations of your child (please specify)?	
Is there any other information which you believe may be relevant to the general medical/health care of your child?	

Section C – Parent/Carer Authorisation

- In the case of my child requiring medical treatment or in the case of a medical emergency, including an anaphylaxis or asthma emergency, I consent to:
 - the provision of first aid;
 - the provision of analgesics;
 - treatment as outlined in the attached *Known Medical Condition Response Plan* (where relevant).
 - I authorise the school, where it is impracticable to communicate with me, to arrange for my child to receive such medical or surgical treatment as may be deemed necessary.
 - I undertake to pay any costs that may be incurred for the medical treatment, ambulance transportation and medications.
- NB: Parents/carers should note that in the absence of a *Known Medical Condition Response Plan*, in cases of emergency excepting anaphylaxis or asthma, only standard first aid will be administered. In an anaphylaxis or asthma emergency authorised medications; salbutamol (for the symptomatic treatment of asthma), and adrenaline (for the treatment of anaphylaxis) will be administered.
- | | | | |
|------------------------|--|------|--|
| Parent/Carer Signature | | Date | |
|------------------------|--|------|--|

The Directorate collects the information contained in this form to provide or arrange first aid and other medical treatments for students. The information collected will be held at the student's school and will be made available to relevant school staff, including first aid officers, and to medical or paramedical staff in the case of an accident or emergency. The information contained in the form is personal information and it will be stored, used and disclosed in accordance with the requirements of the *Information Privacy Act 2014* and the *Health Records (Privacy and Access) Act 1997*.

Office Use Only			
Student Central ID		Entered into MAZE	<input type="checkbox"/> Date

2019 Canberra CareersXpo

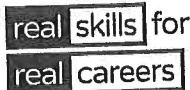
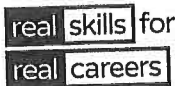


You are invited to the 2019 CareersXpo! This year we will be exploring sustainability and showcasing the skills and jobs related to a more sustainable future.



WHERE: Exhibition Park in Canberra
WHEN: Wednesday 7 August, 9.15am to 3.30pm and 5.00pm to 7.00pm
 Thursday 8 August 2019, 9.15am to 2.30pm

For more information please contact Beth Peters at beth.peters@act.gov.au



real skills for real careers – The STEM Cell

Come and chat to skilled tradespeople, industry experts, apprentices, teachers, trainers and local business owners about various skill and trade areas. This year we have a huge variety of exhibitors:

- Department of Human Services – Technology Innovation Centre - VR
- Department of Human Services – Cyber Security
- Robogals/ANU – Engineering and Technology
- Canberra Institute of Technology – Forensic Science
- Canberra Institute of Technology – Health
- Engineers Without Borders – Engineering
- The Canberra Girls' Programming – Cryptography
- University of Canberra – Technology and Mathematics
- Canberra Institute of Technology – Children's Education & Care
- Canberra Institute of Technology – Fitness
- Canberra Institute of Technology – Animal Services
- The Grow Programme – STEM Pathways
- Perform Australia – Acting
- Mulligan's Flat/Jerrabomberra Wetlands – Conservation & Preservation

WHERE: Parkes Room, Exhibition Park in Canberra

WHEN: Wednesday 7 August 9.15am – 2.30pm
 Wednesday 7 August 5.00pm – 7.00 pm
 Thursday 8 August 9.15am – 2.30pm

For more information please contact beth.peters@act.gov.au or 6205 3601.



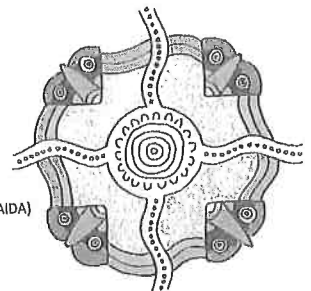
2019 CANBERRA CAREERSXPO
 111 GARDNER ROAD | Exhibition Park in Canberra



Indigenous Employment Exhibition

Visit the 2019 Indigenous Employment Exhibition to discover the many career and education opportunities for Aboriginal and Torres Strait Islander people.

- ArtsReady/SportsReady
- CIT Yurauna Centre
- Department of Home Affairs
- Maxima
- UTS Jumbunna
- UC Widening Participation Team
- Australian Indigenous Doctors Association (AIDA)
- The Ngannawal Centre – UC
- ACT Education Directorate
- ACT Environment, Planning and Sustainable Development Directorate
- Defence Force Recruiting
- Indigenous Allied Health Australia (IAHA), CATSnaM & NATSIHWA
- AIME
- M16 Artspace, Gatherings Program
- gradaustralia



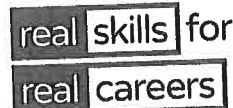
WHERE: Exhibition Park in Canberra

WHEN: 7 August 9.15am to 3.00pm and 5.30pm to 7.00pm
 8 August 9.15am to 2.30pm

For more information please contact beth.peters@act.gov.au or 6205 3601.



2019 CANBERRA CAREERSXPO
 111 GARDNER ROAD | Exhibition Park in Canberra



real skills for real careers – Hands on Experience Budawang Building

Come and chat to skilled tradespeople, industry experts, apprentices, teachers, trainers and local business owners about various skill and trade areas. This year we have a huge variety of exhibitors:

- Quality Training In Construction – Bricklaying & Construction
- Supporting and Linking Tradeswomen (SALT) – Non-Traditional Trades for Women
- Canberra Institute of Technology – Culinary & Hospitality
- Canberra Institute of Technology – Hair & Beauty
- Canberra Institute of Technology – Photography, Media and Fashion
- Transport Canberra & City Services/Canberra Institute of Technology – Horticulture & Floristry
- Australasian Beauty Therapy Academy – Beauty Therapy & Makeup Artistry
- Canberra Institute of Technology – Building & Engineering
- G.E.T.S – Electrotechnology

PLUS the CareersXpo is hosting two VETIS Challenges in Plumbing and Electrotechnology!

WHERE: Budawang Building, Exhibition Park in Canberra

WHEN: Wednesday 7 August 9.15am – 3.00pm
 Wednesday 7 August 5.00pm – 7.00pm (for parents)
 Thursday 8 August 9.15am – 2.30pm

For more information please contact Beth Peters on beth.peters@act.gov.au or 6205 3601.



2019 CANBERRA CAREERSXPO
 111 GARDNER ROAD | Exhibition Park in Canberra

