

# Information for parents

## Getting ready for camp

New skills, new friends and new experiences – school camp should be an exciting adventure. This information pack has been designed to help you prepare your child (and you) for a stress-free and enjoyable camp experience at Lake Keepit Sport and Recreation Centre.

We have tried to cover all the questions you might have, but if you have a specific query that's not covered here please contact our friendly staff on 13 13 02 or visit [www.dsr.nsw.gov.au](http://www.dsr.nsw.gov.au)

### Packing checklist:

- Shorts and t-shirts (no singlets, sleeveless or midriff tops)
- Jeans
- Jumpers and tracksuit pants
- Socks and underwear
- Raincoat
- Pyjamas
- Swimming costume and rash shirt
- Sunscreen, sunhat and sunglasses
- Toiletries, including soap (no aerosols)
- Two towels
- Pillowcase, sleeping bag or sheets (single bed)
- Day-backpack
- Insect repellent (no aerosols)
- Lip balm
- Two pairs of sneakers (one old pair to wear in the water)
- Paper, pens or pencils
- Plastic bags for dirty or wet clothes
- Medications (if required)
- Handkerchief or tissues
- Water bottle
- If camping out: Sleeping bag, sleeping mat, bowl, plate and utensils, torch.

**Optional:** camera, stamped envelope for writing a letter, souvenir money.

**Handy hint:** Please label clothing, towels and sleeping bag with your child's name

### What not to bring to camp:

- Aerosol cans (eg. spray on deodorant or insect repellent)
- Thongs, Ugg boots or slippers (these cannot be worn around the Centre or on activities)
- Radios or MP3 players

- Computer/video games
- Mobile phones
- Lollies or chewing gum
- Jewellery
- Anything valuable.

Please note that drugs, cigarettes and alcohol are not allowed at camp and campers found using or in possession of these items may be removed from the Centre. Illegal drugs will be reported to the Police immediately.

### Luggage

One travelling case/bag and a sleeping bag is allowed per child and should be clearly marked with your child's name, address and phone number. Remember, your child will have to carry their luggage, so make sure it's not too big or too heavy.

**Handy hint:** Pack items needed on the trip in a smaller, lighter bag.

### Medical information

The information you provide on the **Medical and consent form – Child** helps us to look after your child's health needs at camp. If your child has an injury, pre-existing condition, special dietary needs or is on prescription medicines, please provide full details on this form.

Your child should bring enough medication for the duration of their stay. All medicines should be in original packaging and clearly marked with your child's name, together with instructions on the prescribed dosage and frequency. You should discuss this with your child's teacher, who will be responsible for making sure your child takes their medication.

### Bed wetting

If your child is prone to bed wetting, please let the school or Centre staff know beforehand, so staff can deal with the situation in a discreet and caring manner. Laundry facilities are available, please provide a waterproof mattress protector if required.

### Asthma

If your child has been diagnosed by a doctor as having asthma, it's essential that you provide an asthma management plan so staff are aware of what action to take in the event of an attack. A copy of the Asthma Action Plan can be downloaded from [www.asthmansw.org.au](http://www.asthmansw.org.au). Children with asthma should bring their own peak flow meters and keep their inhalers with them at all times.

**Handy hint:** Please make sure you put all important medical information on the enrolment form.

## Money and valuables

You might want to provide your child with some spending money so they can buy some camp souvenirs. Students may also need to buy meals on the forward and return journeys. We suggest that spending money is limited to \$20 or \$30 and is provided in a sealed envelope with your child's name on it.

## Souvenirs

Prices and availability may vary.

Ruler	\$2
Pen	\$2 and \$3
Frisbees	\$4
Mugs	\$5
Teaspoons	\$5
Wallet	\$5
Drink holder	\$5
Boomerang	\$6
Caps	\$7
Bucket hat	\$8
T-shirt	\$10
Polo shirt	\$15

Proceeds from Centre merchandise are used to buy new equipment.

## Creature comforts

### Accommodation

Students will stay in comfortable lodges which sleep up to 14 students per room. Male and female students are accommodated in separate lodges. A teacher from your child's school will stay in a bungalow close to the lodge and will be responsible for student safety and behaviour overnight.

### Meals

Nutritious meals are prepared by qualified catering staff in a commercial kitchen, so your child will never go hungry. If your child has any special dietary requirements or food allergies, it is very important that these are listed on the Medical and consent form. You might also like to mention these needs to your child's teacher before camp. Special diets are provided for medical conditions, religious beliefs and vegetarians/vegans.

## Getting the most out of camp

### Behaviour

For everyone's enjoyment of the camp, we expect a good standard of behaviour. Camp rules will be explained to students on arrival. Children who persistently ignore reasonable requests or engage in violent behaviour may be removed from the Centre.

If this happens, we will phone you or a nominated contact person to make arrangements for your child to be taken home. If we cannot make contact with anyone within 24 hours, we reserve the right to make alternative arrangements after discussion with appropriate Government agencies.

## Outdoor safety

Every effort is made to ensure your child's safety and comfort while at camp. We have a sun protection policy that supports wearing hats and sunscreen and altering programs to minimise sun exposure during the hottest part of the day. Personal flotation devices (life jackets) supplied by us and covered shoes must be worn when participating in all water sports, except for swimming.

**Handy hint:** Encourage your kids to wear sunscreen all year round.

## Staying in touch at camp

### Camp contact details

Lake Keepit in north west NSW and is a 40 minute drive from Tamworth and 30 minute drive from Gunnedah.

You are welcome to get in touch with your child by mail, email or fax while at camp. Please make sure you mark your child's name and school clearly on any communication.

Children are not encouraged to phone home, as it can contribute to homesickness.

Lake Keepit Sport and Recreation Centre  
Fitness Camp Road, Gunnedah. NSW. 2380.  
Fax: (02) 6769 7585  
Email: [keepit@communities.nsw.gov.au](mailto:keepit@communities.nsw.gov.au)

### Accidents or emergencies

In case of emergencies, parents can contact students on (02) 6769 7603 from 8.30am to 5pm, Monday to Friday.

You will be contacted if medical conditions or other serious issues arise. Sick or injured campers are usually taken to Tamworth, Gunnedah, or Manila Hospital for assessment by a doctor if necessary.

Thinking about a family break or what to do for your kids during the holidays? Our 11 Sport and Recreation Centres across NSW offer Kids' Camps and Family Camps that are fun and great value. It's the perfect way to enjoy an outdoor adventure, try out new activities and have a go at old favourites. Find out more by calling 13 13 02 or visit [www.dsr.nsw.gov.au](http://www.dsr.nsw.gov.au)

# Medical and consent form – Child

## Participant details

First name	Last name	<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of birth
<input type="text"/>	<input type="text"/>		<input type="text"/> / <input type="text"/> / <input type="text"/>
School name	Year group		
<input type="text"/>	<input type="text"/>		
Postal address			
<input type="text"/>			
			Postcode
<input type="text"/>			

## Program details

Program number (if known)	Centre name	Date from	Date to
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

## Parent/guardian contact details

First name	Last name
<input type="text"/>	<input type="text"/>
Postal address	
<input type="text"/>	
Postcode	
<input type="text"/>	
Home phone	Email
<input type="text"/>	<input type="text"/>
Mobile phone	Work phone
<input type="text"/>	<input type="text"/>
Fax number	
<input type="text"/>	
Relationship to participant	
<input type="checkbox"/> Parent <input type="checkbox"/> Guardian <input type="checkbox"/> Grandparent <input type="checkbox"/> Family member	

## Further information

Is the child of Aboriginal or Torres Strait Islander descent? (For statistical purposes only) ☐ Yes ☐ No

Are one/both the parents from a culturally or linguistically diverse background or community? (For statistical purposes only) ☐ Yes ☐ No

## Health details and related information

Does the participant suffer from the following? (if yes to one or more, please attach details as required)

<input type="checkbox"/> A current illness (eg. flu)	<input type="checkbox"/> A disability/chronic illness	<input type="checkbox"/> Any allergic condition	<input type="checkbox"/> Asthma (provide asthma plan)	<input type="checkbox"/> Bed wetting
<input type="checkbox"/> Attention deficit disorder (ADD/ADHD)	<input type="checkbox"/> Behavioural problems	<input type="checkbox"/> Diabetes	<input type="checkbox"/> Epilepsy	<input type="checkbox"/> Sleep walking
<input type="checkbox"/> Other	<input type="text"/>			

Private health insurance fund	Number
<input type="text"/>	<input type="text"/>

Medicare number	Position on card	Valid till
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Swimming ability ☐ Strong – 50 metres unaided ☐ Average – 25 metres unaided ☐ Poor – 10 metres unaided ☐ Non-swimmer

# Medical and consent form – Child

## Current medication

Name	Time and dosage – please specify exact time of medication (attach details as required)									
	Breakfast		Lunch		Dinner		Before bed		Other	
	Time	Dose	Time	Dose	Time	Dose	Time	Dose	Time	Dose
eg. Bricanyl	8am	2 puffs	12.30pm	2 puffs	6pm	2 puffs	8pm	2 puffs		

Notes: 1. Scheduled medication must be provided in the original container (as required by legislation). 2. Staff will collect, supervise and register the taking of all medication.

## Special requirements and dietary needs

Please identify any special needs or requirements not listed above (eg. diet, wheelchair access etc.)


Has he/she had the Combined Diphtheria Tetanus Toxoid booster injection?

☐ Yes ☐ No Year \_\_\_\_\_

Has he/she been immunised against measles?

☐ Yes ☐ No Year \_\_\_\_\_

## Privacy statement

Communities NSW of 6 Figtree Drive, Sydney Olympic Park, NSW 2127 will collect and store the information you provide to enable processing of enrolments for the program. The information will be provided to instructors of the program and their supervisors, where necessary, and you consent to this disclosure. If you have been asked for information regarding Aboriginal and Torres Strait Islander descent and cultural background, this information is voluntary and is being compiled for statistical purposes only. Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purpose for which it was collected. Any information provided by you to Communities NSW can be accessed by you during standard office hours and updated by writing to us or by contacting us on 13 13 02.

## Risk waiver and media consent

a) I agree for my child/ward to attend the Centre to undertake all activities and/or to participate in the above program and that my child/ward will abide by the rules and conditions of the Centre, and/or the Department, including those in any literature or verbal or written instructions. I authorise in the case of an emergency for the Centre or program staff, where it is impracticable to communicate with me, to arrange for my child/ward to receive such medical or surgical treatment as may be deemed necessary. I also undertake to pay or reimburse costs which may be incurred for medical attention, ambulance transport and drugs while my child/ward is participating in any activity or is in attendance at the Centre.

Except for situations in which a claim arises as a result of a negligent act or omission by Communities NSW or its employees, servants, volunteers or agents (hereafter each the "Released Persons"), I agree to indemnify and keep indemnified the Released Persons from and against all claims whatsoever and whenever brought, prosecuted or made against any of the Released Persons for which the Released Persons will or may be or become liable arising from or as a result of my child's/ward's attendance at the Centre and/or participation in any activity. I also agree to waive, release and discharge all and any claim, right or cause of action against the Released Persons, however arising, whether currently known or arising in the future, which I may otherwise have for the loss of my child's/ward's life, or injury, damage or loss of any description whatsoever and howsoever caused which my child/ward may suffer or sustain in the course of or as a result of my child's/ward's participation in any activity and/or attendance at the Centre.

b) Please tick whichever applies to you

☐ I consent / ☐ I do not consent to allow Communities NSW to use my child's/my ward's name and any photographs, sound and film recordings taken of my child/my ward at this program for the promotion of Communities NSW's services and initiatives to the media and to the general public.

Name (print)

Signature

Date

 /  / 

## Returning this form

Please return this form to the coordinator of your Sport and Recreation program.

For more information call

**13 13 02** or visit **www.dsr.nsw.gov.au**

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**Communities**  
Sport & Recreation

# Description of activities

Activity	Years suitable for	Description
<b>At-height</b>		
<b>Abseiling – artificial wall</b>	Year 5 and above	A challenging harness activity requiring participants to make a controlled descent of a vertical/or near-vertical wall using ropes and a harness. This activity places a high demand on an individual's physical skills and emotions. It is suggested that participants engage in at least one other 'at height' activity prior to participating in abseiling in order for them to be familiar with the technical requirements of the activity.
<b>Climbing wall</b>	Year 2 and above	Participants scale a vertical (or near-vertical) wall using artificial climbing holds of different shapes and sizes. Participants, attached via a harness and belay system, can choose the height to which they participate. Concepts of team work are taught with peers working together to maintain the belay system and encourage one another.
<b>Low Ropes Activities</b>	Year 2 and above	A series of cables and ropes suspended approximately 60cm above the ground. This activity requires two or more peers to work in unison to support and spot a single participant to traverse across each element of the course.
<b>Aquatic</b>		
<b>Canoeing</b>	Year 2 and above	A fun team experience where participants are taught the concepts and basic techniques behind flat water canoeing, including how to manoeuvre and control the canoe using a single bladed paddle. Canoes typically require three people to manoeuvre them in the water.
<b>Sailing</b>	Year 4 and above	A fun recreational activity including instruction in rigging, sailing techniques and safety procedures. Participants also have plenty of opportunity to practice their new skill. This activity is available in terms 1 and 4 and is weather dependent.
<b>Raft building</b>	Year 2 and above	An initiative activity on water. Participants are typically required to work with a team to design and construct a vessel out of items supplied.
<b>Bush</b>		
<b>Bivouac</b>	Year 2 and above	Participants experience an introduction to camping in tents. Taking place on Centre bushland participants spend one night camping out and cooking their evening meal over an open fire. This activity is weather dependent.
<b>Bushwalking</b>	Year 2 and above	An activity which encourages participants to engage with their natural surroundings. It includes information on the surrounding native fauna and flora as well as the history of the local area.
<b>Damper Cook</b>	Year 2 and above	Often taking place with a bushwalk or a bivouac activity, participants are provided with guidelines on how to safely prepare and cook damper over an open fire.
<b>Orienteering</b>	Year 2 and above	An exploration activity providing participants with the opportunity to learn and practice compass and navigation skills so that they can follow specific bearings on a variety of graded courses.
<b>Rogaining</b>	Year 2 and above	A fun introduction to map reading and navigation without the use of compasses, testing participant's observation skills and awareness of their surrounds.
<b>Recreation</b>		
<b>Archery</b>	Year 2 and above	Participants are introduced to the correct techniques and safety procedures of archery, the practice of using a recurve bow held to shoot arrows at a static target.
<b>Fishing</b>	Year 2 and above	Participants learn about the local marine life and fishing techniques with plenty of time to practice their skills.
<b>Indigenous games and boomerangs</b>	Year 2 and above	An activity providing an opportunity for participants to learn about, appreciate and experience aspects of Indigenous games, sports and culture.

Activity	Years suitable for	Description
<b>Initiatives</b>	Year 2 and above	A series of fun, cooperative, challenging activities in which a group of participants are confronted with a specific problem to solve. These activities are usually non-competitive and are perfect for groups to develop teamwork and interaction skills.
<b>Pool games</b>	Year 2 and above	An activity that provides participants with the opportunity to enjoy group games and activities in the Centres swimming pool. Available only in the summer months.