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# 2013 Ambassadors for

# Public Education Program

**“SECONDARY AMBASSADORS @ THE SECONDARY PRINCIPALS CONFERENCE”**

**ALL PHONES ARENA**

**TRANSPORTATION ARRANGEMENTS**

Dear Parent or Caregiver,

This note outlines the transportation arrangements for the Secondary Ambassadors’ @ “The Secondary Principals Conference” on ***Tuesday 11 June and Wednesday 12 June 2013*** to ***All Phones Arena, Sydney Olympic Park, Homebush to arrive by 8:30 am at Northern Entrance, Edwin Flack Ave (Bus to park at Pod c near Gates G,H,L)***

Please ensure your child wears full school uniform including a jacket or blazer. Children should not bring large or bulky bags or any valuable items. Students are to provide own food or have money to purchase food. There is no cost to students for this excursion.

Students will depart for ***All Phones Arena*** from designated bus pick up locations as follows and will be returned to the same location.

*Tuesday 11 June 2013*

**Merrylands High School Bus - Number: 4**

 Location Number: 1. 7:30 am *Merrylands High School,Bristol St, Merrylands*

 2 7:45am – 7:50 am *Granville South High School, Rowley Rd ,Guildford*

3. 8:00am - 8:10 am  *Homebush Boys High School, Bridge Rd, Homebush*

*Please note that the Students from Granville and Strathfield Education Groups of schools may wish to make independent travel arrangements for both the forward and return journeys for this excursion .*

*If you make this choice please complete permission form indicating you are travelling independently.*

*Students must be at All Phones Areana, Northern Entrance –Edwin Flack Avenue, by 8:30 am to meet Mr Charles. Principal of Auburn Girls High School will oversee the duties and roles expected of these students in assisting in the organisation of the days including meet and greet state principals at station, escort principals to accomodation and All Phones Arena, assist with registration and directions at conference.*

*Students will be required to assist from 8:30 am till 12:00 pm (lunchtime) and then return on bus to above locations.*

*Wednesday 12 June 2013 – Independent travel to and fom All Phones Arena*

*If students are available to assist on this day from 8:30am till 11:00 am (morning tea) their assistance wiould be greatly appreciated. Student will be responsilbe to travel independently to and from All Phones Arena. Students must be at All Phones Areana, Northern Entrance –Edwin Flack Avenue, by 8:30 am at the designated location advised to them by Mr Charles on the 11 June 2013.*

**Please indicate your preferences on the attached form and return to Cassandra Foster on fax 4633 2749 no later than close of business**

**Tuesday 4 June 2013**.

Please ensure that:

* **Your child arrives at the appropriate location at the time indicated;**
* **The supervising teacher marks their attendance: and**
* **They are seated on the bus prior to departure.**

Please understand that if your child is not at the designated departure area before the listed departure time, he/she will have to miss out on the day’s event or you will need to transport your child to the venue.

If, at the last minute, your child is unable to attend please contact Glenda Rowan on 0425 384 225 as soon as possible.

Following the days events the children will be transported back to the designated points from which they departed that morning.

There will be staff in attendance that are emergency care and CPR trained.

A copy of the risk assessment for the excursion is available.

Yours sincerely

Glenda Rowan

Student Services Officer