

PROVIDING CONSENT FOR AN EVENT VIA COMPASS –Excursion, Camp etc

Parents must log into Compass via their WEB BROWSER, the option to provide consent using the Compass APP (ie Mobile Phone) is currently unavailable.

Step 1. Log into COMPASS via WEB Browser.

Step 2 Event Consent is located in My News 'Event Consent/ Payment Required' you must select **Click here for more information** option.

Step 3. The event is located in My Children's Events tab, you must click on **Process Now (Online)**.

| Event | Date/Time | Consent/Payment Options | Due |
|---|---|--|-------|
| Chinese Museum Attending: Sample Student | Wednesday, October 24 2018 - 08:30 AM to Wednesday, October 24 2018 - 03:30 PM | Process Now (Online) Print Form (Offline) | 19/10 |

Step 4. You must verify the information, **enter your name** to provide consent and click **Submit Details**.

Consent has not been received.
Parent or guardian action is required.

Event Details:

Description/Educative Purpose: As part of students' Term 4 Inquiry unit on culture, the children will explore Chinese culture and its traditions through the exhibitions at the Chinese Museum.

Date/Time: Wednesday, October 24, 08:30AM - Wednesday, October 24, 03:30PM

Venue/Location: Chinese Museum

Additional Details: Children to wear sports uniform and school hat. Rain jacket for inclement weather. In a small backpack provide them with healthy snacks, lunch and a drink bottle.

Class Code: Students to meet on top yard at 8:20 for a prompt departure at 8:30am. They will walk to the Rosanna station and take the 9:05am train to arrive at Parliament Station at 9:42am. Students will then walk to the Chinese Museum. Students will depart from Parliament station at 2:00pm and arrive back at Macleod at 2:39pm and will walk back to school.

Staff member in charge: LAURA BURNSTED

Consent: Consent due by 16/10/2018

Medical Information:

Additional details of any current medical conditions, allergies, medications or ailments
e.g. A broken leg, asthma inhaler dosage increase, travel sickness, allergies, dietary requirements etc.

Please contact the school if any permanent/long-term medical information requires updating.

Parent/Guardian Contact Details:

Contact details on file

Name: Mrs V Castles
Mobile: 04123456
Email: vcastles@smrosanna.catholic.edu.au
Phone: 04123456

Please contact the school if the information above is out of date/incomplete.

Contact details on the day (if different from normal)

Consent for Gabriel Conte

I give permission for Sample Student to attend this event. Where the staff member in charge is unable to contact me, or where it is impracticable to contact me, I authorise the staff member in charge to 1) consent to any medical or surgical attention deemed necessary by a medical practitioner, and 2) administer such first-aid as the staff member in charge judges to be reasonably necessary. I understand that this is an official school event and that Gabriel Conte will adhere to the dress code, as outlined above, and behave in alignment with the school's code of conduct. I agree to meet any medical expenses and/or transport costs incurred in the event of sickness or injury. Further, I agree to indemnify the school from any and all claims, damages, losses, expenses, costs, or liabilities, including legal costs, that may be incurred as a result of misbehaviour or inappropriate conduct.

To provide consent, please type your full name below.

Parent/Guardian Full Name:

Event will no longer appear in My News, once consent has been given.