



NSW Public Schools State Junior Music Camp 2009

Dear Parent or Caregiver,

The NSW Public Schools Junior Music Camp will be held at Stanwell Tops Conference Centre, Stanwell Tops from Saturday, 27 June to Thursday, 2 July 2009.

This music camp has been planned to supplement the work being done in Stages 3 & 4 of the NSW Board of Studies Music Syllabuses.

The cost of the music camp is \$550 including GST.

Students can make their own way to Stanwell Tops, or depart from Central Railway Station by a seat belt equipped coach at 2.00 pm Saturday, 27 June (booking essential – see **TAB B**). The coach fare is \$25. Please note that the return journey home from the camp site is the responsibility of parents/guardians.

The music camp staff are employed by The Arts Unit specifically for the camp. Some are full time NSW Department of Education & Training staff and others are specialist music tutors working in schools. All staff have completed Working With Children checks. Appropriate staff members have emergency care and CPR training.

Overnight music camps - advice

Accommodation will be in motel style rooms with ensuite bathrooms at Stanwell Tops Conference Centre for the duration of the camp.

Appropriate supervision will be provided at all times.

Recreational Activities

Fully supervised recreational activities are compulsory for all students attending this camp. (see **TAB F**)

All forms and payment are due on Wednesday, 27 May – no faxed forms will be accepted.

Michelle Murphy
Junior Music Camp Director
11 May 2009

Return Address: **Att: Junior Music Camp**
The Arts Unit
Locked Bag 3003
Summer Hill 2130



NSW Public Schools State Junior Music Camp 2009

Student Name: _____

I consent to the above-mentioned student participating in the State Junior Music Camp from 27 June to 2 July, 2009.

Yes No

I have specified any special dietary or medical needs of the above-mentioned student on the relevant forms.

Yes No

I give permission for the above-mentioned student to receive medical treatment in case of emergency.

Yes No

I understand that the above-mentioned student will stay in accommodation at Stanwell Tops Conference Centre for the duration of the camp.

Yes No

In the event that above-mentioned student fails to conform to the Code of Conduct (see www.schools.nsw.edu.au/gotoschool/a-z/discipline.php) I am aware that I will be notified and that he/she will be sent home at my expense.

Checklist – The following forms have been completed and included with this document. Please complete carefully and send all information back in one package.

- TAB A** Medical Information Form
- TAB B** Travel Information Form
- TAB C** Dietary Requirements Form
- TAB D** Ensemble 2 Selection Form
- TAB E** Publicity Consent
- TAB F** Optional Outdoor Activities Form **** (TAB G essential for participation)**
- TAB G** Acceptance/Acknowledgement of Risk Form
- TAB H** Tax Invoice
- TAB I** School Principal Approval Form

Parent / Caregiver Signature

Date

Student Signature

Date

Return Address: **Att: Junior Music Camp**
The Arts Unit
Locked Bag 3003
Summer Hill 2130

DUE DATE: Wednesday, 27 May



NSW Public Schools State Junior Music Camp 2009

Contact List

In the lead up to camp all enquiries should be directed to the Junior Music Camp Team

General Enquiries: Scott Ryan
Instrumental Music Assistant
Ph: 8512 1188
Fax: 9569 6878
Email: scott.ryan@det.nsw.edu.au

Musical Enquiries: Stephen Williams
Instrumental Music Conductor
Ph: 8512 1186
Fax: 9569 6878
Email: stephen.williams2@det.nsw.edu.au

Absence From Camp Enquiries: Michelle Murphy
(Please apply in writing in the 1st instance) Junior Music Camp Coordinator
Ph: 9796 5495
Fax: 8713 6509
Email: michelle.murphy3@det.nsw.edu.au

All **forms** and **payment** are due on **Wednesday, 27 May** – no faxed forms will be accepted

Return Address: **Att: Junior Music Camp**
The Arts Unit
Locked Bag 3003
Summer Hill 2130

Michelle Murphy
Junior Music Camp Coordinator
11 May 2009

NSW Public Schools State Junior Music Camp 2009

Information Package

Venue	Stanwell Tops Conference Centre off Bendena Gardens Rd Stanwell Tops
Arrival at Camp Saturday, 27 June	<p>All students should arrive at the camp site between 3.00 & 3.30 pm on Saturday, 27 June. No supervision can be provided prior to 3.00 pm. Students and their families should indicate how they intend to arrive at the camp site. (see TAB B) All students must register with the assigned staff and they will then be directed to accommodation. Bags and equipment should be left in cars where possible until after registration. A meeting of staff and students will be held at 4.00 pm. All parents will be asked to leave the site at this time.</p> <p>The emergency number for any problems with arrival at camp is: 0434 567 416. This number is only effective for the period of the camp.</p>
Bus Travelers	<p>Music Camp staff will be present at Central Station from 1.15 pm on Saturday afternoon, 27 June (under or near the clock on the country platform). The staff will have a sign indicating that they are from the State Junior Music Camp. Students should check in no later than 1.45 pm as the bus to the camp site will depart at 2.00 pm sharp. Any changes to travel arrangements must be communicated to The Arts Unit (see Contact Sheet) prior to the camp. The emergency number for any problems on the day is: 0434 567 416.</p>
Accommodation	<p>Motel style with ensuite. Students will be allocated rooms before the camp and these will not be subject to change. Rooms will be allocated according to gender and age and rooms will be restricted to same gender students at all times. Students will be informed of their rooms and introduced to their room mates upon arriving at the camp site. This is a wonderful opportunity to meet new friends. No student is allowed in a room other than their own at any time without approval. No rooming requests will be considered.</p>
<p>What to Bring</p> <p>Please restrict luggage to one main bag + your instrument case.</p>	<ul style="list-style-type: none"> • Pillowcase and Sheets OR Pillowcase and Sleeping Bag • 2 Bath Towels & Toiletries • WARM Casual Clothing (it is essential to include some wet weather gear) • Black pants or long skirt & white shirt & black dress shoes (performance clothes for Final Concert) • Shoes suitable for sport and recreation - thongs and sandals are not permitted • Insect repellent & Sun protection • Hat • Water Bottle

<p>Musical Equipment</p>	<ul style="list-style-type: none"> • A <u>well prepared piece of music for audition</u> (used on the first evening of camp to assist the placement of instrumentalists into ensembles) • Music for Evening Concerts (see below) - if you wish • Music for Small Ensembles - if you wish • Soft pencil & eraser (for rehearsals) • Your instrument and all associated items (oil, lip balm, resin, spare strings, mutes, throat jubes for singers, etc.) should be brought with you to camp. • A portable music stand clearly labeled with your name and contact phone number. • Double basses can be provided (on request). • All percussion equipment will be provided. Players should supply their own sticks, beaters and mallets, etc. <p>Other instruments, e.g. guitars, may also be brought for use in free time, ensemble activities or at evening concerts.</p> <p>Please ensure that all personal property is clearly labeled with your name and contact details.</p>
<p>Food</p>	<p>All meals, fruit, etc. will be supplied. Do not bring extra food unless required for medical reasons (this should be specified on the “Medical Information Form” (see TAB A) & “Dietary Information Form” (see TAB C) included in the package).</p>
<p>What <u>NOT</u> to Bring</p>	<p>Campers are strongly advised to leave unnecessary valuables (such as iPods and large amounts of money) at home.</p> <p>There are some vending machines at the venue. Students are able to use these during breaks only and do so at their own cost.</p> <p>NB. Students found in possession of, or using, prohibited substances such as alcohol, cigarettes, illicit drugs, offensive publications, etc. will be immediately withdrawn from camp activities and sent home. Relevant authorities will be contacted if deemed appropriate by the camp director.</p>
<p>Mobile Phones</p>	<p>Parents should call the emergency number (0434 567 416) when contacting students.</p> <p>Mobile phones may be brought to camp under the following conditions:</p> <ul style="list-style-type: none"> • They are not to be used during rehearsal or meal times. • They are not to be used after lights out at night. • They are not to be used if a staff member asks a student to conclude a conversation because the use of the phone is impacting on the student’s involvement at the camp. • The camp coordinator reserves the right to impound the mobile phone for the duration of the camp if a student persists in using it in contravention to the camp’s rules.

<p>Telephone</p>	<p>The Emergency Contact Number during the camp is 0434 567 416.</p> <p>These phones are not available for outgoing calls and will be operational between 7.30 am and 11.00 pm. Callers may leave a message on this number after 11.00 pm and this will be passed on at the earliest convenience.</p> <p>There is a telephone available for outgoing calls. The times available to use this phone are very limited as there will be close to three hundred students at this camp. Please do not plan to use the phone for long periods of time or on numerous occasions. Note – these phones take coins only (10 cent – 1 dollar coins). There is limited access to change at the campsite so please come prepared.</p>
<p>Ensemble 1</p>	<p>Ensemble 1 activities are Orchestra, Wind Ensemble, Rock Band, Saxophone Ensemble and Vocal Ensemble. <u>All instrumentalists are asked to prepare a piece of music (unaccompanied) to use for audition on the first day of camp.</u> The results of these auditions will be used to place players in the Ensemble 1 activities listed above in addition to those who wish to audition for the Ensemble 2 stage band.</p>
<p>Ensemble 2</p>	<p>Please indicate your options for Ensemble 2 on the “Ensemble 2 Selection Form” (see TAB D) form included in the package. Every attempt will be made to place a camper in their first preference. You will find out your Ensemble 2 at the camp.</p>
<p>Recreation</p>	<p>All students will be expected to participate in recreational activities during the camp. There are a number of recreational activities available to students during the camp. Please bring appropriate clothing and footwear for outdoor recreational activities.</p> <p>The “Recreational Activities Form” (see TAB F) outlines extra outdoor recreational activities available to students at a cost of \$15 each. See http://www.thetops.com.au/index.cfm?page=14 for more information.</p>
<p>Evening Concerts</p>	<p>All students are invited to perform before their peers at the "Evening Concert". This concert gives all students the opportunity to perform for a receptive and understanding audience. You may like to bring music (solo or ensemble) for this purpose. It is not compulsory to play but it is an experience not to be missed!! Please note:</p> <ul style="list-style-type: none"> • There are only 3 evening concerts so be prepared to perform early in the camp. • No backing tracks permitted. Please bring piano accompaniments if appropriate.
<p>Outside Mail</p>	<p>Any student mail should be forwarded to: (Student’s Name) State Junior Music Camp The Tops Conference Centre PO Box 55 HELENSBURGH NSW 2508</p>
<p>Medical Information</p>	<p>All student medication, including over the counter medication, will be</p>

	<p>collected by the medical officer at the commencement of the camp and distributed as per doctor or parental instruction. This is essential for the safety of all campers. This information should be included on the "Medical Information Form" (see TAB A) included in the package.</p> <p>Any changes to a student's medical condition should be communicated to The Arts Unit before the camp commences.</p>
Absences from Camp	<p>All absences from camp are at the discretion of the Camp Coordinator and must be negotiated prior to the commencement of the camp. Please make written contact with the Camp Coordinator (see Contact Sheet).</p>
Final Concert	<p>The Final Concert will be held at The Tops Conference Centre on Thursday, 2 July. The concert will commence at 6.30 pm.</p> <p>All parents, friends and relatives are strongly encouraged to attend the Final Concert. It is a showcase of the types of activities that were held during the week and a vitally important opportunity for parents and friends to demonstrate their support.</p>
End of Camp: Thursday, 2 July	<p>The camp concert will conclude at 8.30 pm. Students will be able to depart by 9.00 pm after 'pack-up'.</p> <p>Students will be required to assist with the pack-up at the conclusion of the concert. All students will be dismissed by 9.00 pm at which time parents/guardians will be able to take them home.</p>



**NSW Public Schools State Junior Music Camp 2009
Medical information form**

STUDENT NAME: _____ **School Year** _____

The information provided on 27 May 2009 by [name] _____ is being obtained for the purpose of ascertaining relevant medical information, requirements and other health care related needs about [student name] _____ who is to attend the NSW Public Schools State Junior Music Camp from 27 June – 2 July 2009, coordinated by The Arts Unit.

It will be used by officers of the NSW Department of Education and Training to assist planning, to support students, and to minimise risks when conducting Arts Unit excursions or other Arts Unit activities.

Other persons or agencies that may be provided with this information include, but are not limited to, volunteers and members of external organisations who join with the Arts Unit or are otherwise involved in the planning or delivery of the excursion or other Arts Unit activity; and persons that may be called upon to provide health care treatment or other assistance during or as a consequence of such excursions or activities.

Provision of this information is not required by law. However, a failure to provide the information may mean that your child can not participate in a particular excursion or Arts Unit activity. In such circumstances the Arts Unit will make available a sound alternative educational experience.

Provision of this information will significantly assist the Arts Unit in planning a safer educational activity. It will be stored securely. If you have any concerns about provision of this information, please contact the Instrumental Music Coordinator at the Arts Unit to discuss further.

You may correct any personal information provided at any time by contacting The Arts Unit.

Student Name: _____

Date of Birth: _____ / _____ / 19____

Medicare number: _____

Parent or caregiver contact details

Name: _____

Address: _____

Home phone: _____ *Work:* _____ *Mobile:* _____

Doctor contact details

Name: _____

Address: _____

Doctor's telephone: 1. _____ 2. _____

Emergency contact(s) details (nominated by the parent or caregiver as alternate contact)

1. Name: _____ Phone: _____

2. Name: _____ Phone: _____

List existing medical conditions or illnesses (include asthma, diabetes, epilepsy, allergies etc.). Outline the treatment for each.

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Outline special dietary needs including possible reaction to inappropriate diet

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Medication(s) to be administered during the music camp. Include name of medication, instructions for administration, time of administration, and any possible reactions

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Signature: _____ Date: ____ / ____ / 2009



NSW Public Schools State Junior Music Camp 2009

TRAVEL INFORMATION FORM

Please give accurate travel arrangement details to ensure safe arrival at, and departure from, the campsite.

Student Name: _____

INTO CAMP - Saturday, 27 June

I am making my own travel arrangements and will be at camp between 3.00 & 3.30 pm on Saturday, 27 June

Yes No

OR

I will require transport from Central Railway Station, departing 2.00 pm on Saturday, 27 June (\$25 Fee).

Yes No

OUT OF CAMP – Thursday, 2 July

Following the Camp Concert and Pack-Up, approximately 9.00 pm:

Please Note: the return journey home from the camp site is the responsibility of parents/guardians.

Student Signature: _____

Parent / Caregiver Signature: _____

Date: _____ / _____ / 2009



NSW Public Schools State Junior Music Camp 2009 Dietary Requirements Form

Student Name: _____

Dietary requirements outside of these standards are unfortunately unable to be accommodated. Any persons with dietary requirements outside these standards will be required to supply all their own catering needs. Please indicate dietary needs with a tick or a comment.

Diet	Individual Supply Requirement	Comments	Student Dietary Needs
Vegetarian		No Meat, No Fish	
Vegan		No Animal Products	
Coeliac (Gluten Free)		No Grains products or grain derivatives (except for Rice and Maize)	
Wheat Free		No Wheat, Wheat products or Wheat derivatives	
Lactose Intolerant		No Milk, Milk products or Milk derivatives	
No Nuts / Allergy		Anaphylactic responses and allergies to certain foods and additives	
Diabetic		Low GI Diet	
Wheat Free / Lactose Intolerant	Own Milk	No Wheat, Wheat products or Wheat derivatives & No Milk, Milk products or Milk derivatives	
Coeliac/ Lactose Intolerant	Own Milk and Bread	No Grains products or grain derivatives (except for Rice and Maize) & No Milk, Milk products or Milk derivatives	
Anti Candida		No Moulds, Fungi or Tomatoes	
No Sugar	Own Milk	No Sugar, Sugar products or Sugar derivatives	

NSW Public Schools State Junior Music Camp 2009

Ensemble 2 Selection Form

Student Name: _____

ENSEMBLE 2

Students will be involved in a second musical activity. As part of pre planning students should nominate their first five choices of activities in which they wish to participate. Please tick five preferences.

Ensemble

Preference (please tick)

Music and Movement

Music Theatre

Music Technology

Vocal Group

Composition

Stage Band

Jazz Ensemble

Percussion Ensemble

Wind Ensemble

String Ensemble

Brass Ensemble



NSW Public Schools State Junior Music Camp 2009
27 June to 2 July

Publicity Consent

I hereby consent to my son/daughter/ward, (or, if over 18, I the performer/participant agree)

..... being photographed, recorded, and/or filmed.
participant's name

I understand that photographs, recordings and/or films may be used for NSW Department of Education and Training publications, external publications, internet sites, print and electronic mainstream media, television and or other associated promotional material or by sponsors of the DET program in which the photograph, recording and/or film was taken. I understand that my son/daughter/ ward may be identified by name and their school with their image on any of these media forms.

I hereby consent to my son/daughter/ward (or participant as above) being interviewed by a media representative that has been organised and supervised by officer/s of the Department of School Education and Training.

Parent/Guardian Name: (Please Print) _____

Signature: _____

Date: ____ / ____ / 2009

N.B. Completion of this form is not compulsory. If this form is not received by music camp staff, the student will not be exposed to any form of publicity.

NSW Public Schools State Junior Music Camp 2009

Recreational Activities Form

All students are required to participate in structured recreational activities during the course of the camp. These activities are essential to provide balance during an intensive week of music making. All of these activities are incorporated into the daily camp timetable.

Optional Outdoor Activities

The Tops Conference Centre provides a wide variety of outdoor education activities. Activities are run by experienced and friendly instructors providing students with an experience they will find exciting, challenging and fun!

You can find more information about these activities at:

<http://www.thetops.com.au/index.cfm?page=14>

The activities listed below are optional for all students attending the music camp and will be run during the afternoon recreation sessions when all students will be required to participate in some form of outdoor recreation.

Students will be able to participate in a maximum of TWO optional outdoor activities. Each activity costs \$15.00. (Maximum of \$30.00 per student – please see Tax Invoice)

If you wish to participate in these activities, please complete the information below and fill out the “Acceptance/Acknowledgement of Risk” form.

How many sessions of Optional Outdoor Recreation do you wish to participate in?

1 2

Please select up to five activities in priority order. Please be aware that you may not be able to participate in your top choice as this is dependant upon overall numbers.

Abseiling	<input type="checkbox"/>
Archery	<input type="checkbox"/>
Giant Swing	<input type="checkbox"/>
High Ropes Course	<input type="checkbox"/>
Leap of Faith	<input type="checkbox"/>

Mission Impossible	<input type="checkbox"/>
Climbing Towers	<input type="checkbox"/>
Survivor	<input type="checkbox"/>
Vertical Cluster	<input type="checkbox"/>



To: The Churches of Christ Property Trust
 (This form will be retained by 'The Tops'
 If you require a copy, please arrange it prior to arrival)

A PARTICIPANT DETAILS

Name _____ The participant's age _____

Address _____

P/code _____ Phone. (H) _____ (W) _____

Name of Group _____

B The participant warrants:

the participant is a member of the following medical fund _____

the participants member number of that fund is _____

the participants medicare number is _____

that apart from the "Disclosed matters" the participant has no current illnesses, injuries or other adverse medical condition and is in good health. The disclosed matters are: The participant should here set out any illness, adverse medical condition or ill health from which the participant is suffering or has suffered or write NIL.

Note: If the above information has already been collected by the organiser then only Part C needs to be added and supplied to the Tops.

C ACCEPTANCE / ACKNOWLEDGEMENT OF RISK

The participant acknowledges that a reference to The Trust in this section C includes its servants and agents and further acknowledges that by reason of the nature of activities in which the participant may participate in at The Tops Conference Centre (site) that there is a risk of injury to the participant and/or a risk of an adverse affect to any current or past medical condition of the participant. The participant acknowledges and agrees that the participant accepts that the participant engages in activities on the site at the risk of the participant. The participant gives the trust authority, where circumstances deem it necessary, to obtain medical and ambulance assistance for the participant in the case of the participant suffering injury or ill health while on the site.

Participant Signature _____ Date _____

Parent/Guardian Sign. (u18's) _____ Date _____

Relationship to Participant _____



TAB H

**NSW Department of Education & Training
ABN 40 300 173 822**

NSW Public Schools State Junior Music Camp 2009

TAX INVOICE

Student Name: _____

Camp Fee (include GST)	\$550
Bus from Central Station to Camp - add \$25.00	_____
_____ (number) of Optional Outdoor Activities @ \$15.00 each	_____
Total (incl GST):	_____

I have enclosed CHEQUE / MONEY ORDER to the value of \$_____ payable to NSW Department of Education and Training

Financial Institution : _____ Chq Number : _____

Money Order Number : _____ Date : ____ / ____ / 2009

If paying by Credit Card please complete the following details.

Please charge \$_____ to the following:-

Bankcard Visa Mastercard

Card No:- _____ - _____ - _____ - _____

Expiry Date: ____ / ____ Cardholder's Name: _____

Cardholder's Signature: _____

Address to send receipt: _____
(required) _____



NSW Public Schools State Junior Music Camp 2009

School Approval

Student

Student's Name: _____

School: _____

I approve of the above mentioned student's participation in the NSW Public Schools State Junior Music Camp 2009.

I understand that this activity will take place from 27 June until 2 July and encompasses four school days.

Principal's Name: _____

Signature: _____

Date: ____ / ____ / 2009