18 February 2016

Dear Parent/Guardian

**RE: MARNGONEET CORRECTIONAL CENTRE EXCURSION 18 MARCH 2016**

As a part of the VCAL program, students have the opportunity to visit Marngoneet Correctional Centre for which your permission is required. Students will speak with carefully selected prisoners about their lives and experience in prison. The prisoners will be focusing on what they feel contributed to their incarceration. This may also include topics such as violence within prison, drug use, mental health and wellbeing, offending behaviour, childhood or upbringing. This excursion will compliment curriculum in the areas of literacy and personal development skills.

The students will travel by bus to and from Marngoneet Correctional Centre, which is located at 1170 Bacchus Marsh Road, Lara. It is expected that all students will attend the excursion and employers and/or TAFE providers will be notified of the disruption to the usual arrangements. As there are no timetabled VCAL classes on Fridays, students will be dismissed at 2:00pm on our return to St Bede’s College.

<table>
<thead>
<tr>
<th>DATE:</th>
<th>Friday 18 March 2016</th>
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<tbody>
<tr>
<td>DEPARTING:</td>
<td>7:15am</td>
</tr>
<tr>
<td>RETURNING:</td>
<td>2:00pm</td>
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Students are expected to wear full school uniform including blazer. Students will be processed through both a metal detector and ION scanner (which detects residue from firearms or illicit substances). It is advisable for all students to wear newly-washed clothing to avoid the risk of substance transfer from external public settings.

Students must bring their own lunch to have on the bus. Students are not allowed to take any items into the prison. This includes mobile phones, IPODS, USB’s, cameras, wallets, purses, food, tissues, scarves etc. **Therefore, all items students bring will be left on the bus whilst we are in the prison.**

Please complete the attached Permission Form consenting to your son participating in this activity. **Please note due to security requirements, students who do not return permission forms by the due date will not be considered.** If you have any questions regarding this or any other matter please do not hesitate to contact me on 9582 5837 or email glw@stbedes.catholic.edu.au.

Yours sincerely

Gabriella Warfe
Applied Learning Co-ordinator
I give permission for my son _____________________________ of _____ to attend the excursion to Marngoneet Correctional Centre, departing from St Bede’s College on Friday 18 March 2016 at 7:15am and returning to St Bede’s College at 2:00pm. Students will be travelling by bus and will need to wear full school uniform including blazer.

Should my son become ill or suffer an accident during the course of this activity and the teacher in charge is unable to contact me, I authorise the teacher to consent to my son receiving such medical or surgical treatment as a doctor may deem necessary. I will meet the expense attached to any such medical assistance.

Please state any pre-existing medical condition & medication: ________________________________

________________________________

Name: ____________________________

Parent / Guardian Signature: ____________________________

Work Phone: ____________________________

Mobile: ____________________________

CONTACT PERSON IF PARENT / GUARDIAN IS UNAVAILABLE

Name: ____________________________

Contact Phone No: ____________________________

Date:______/______/_____