

EXCURSIONS / EVENTS

Payments / Permission

Excursions & Events

Classes attend excursions /events periodically throughout the school year.

Procedure

1. Information is communicated to parents via Compass.
2. Permission and payment is made online via Compass.
3. **If unable to access Compass**, request a printed Permission form from your classroom teacher.
Sign and return this to the school office with payment.
4. Only students who have paid and returned permission notes by the deadline, will attend.

Time Line

5. Dates and information is communicated to parents approximately 2 weeks prior to the excursion / event date.
6. Payments are accepted up to, and including the day prior, unless otherwise stated.
7. **Payment cannot be accepted on THE day.**
8. If no payment or permission is received – the child will be placed in an alternate program at school if appropriate.