24 May 2016

Dear Parent/Carer

The 2017 Manly West Southern Explorer Tour will be held from 28 August 2017 to 1 September 2017.

This is an opportunity for students to experience firsthand some of Australia’s notable places with a focus on the Year 5 and 6 curriculum in Civics and Citizenship, History, Science and Health and Physical Education.

The tour will cost approx. $950. (A confirmed price will be provided as soon as 2017 rates have been received by all service providers).

This cost covers:

- flights to/from Sydney; coach to/from Canberra,
- a Tour Co-ordinator who will accompany the tour group and coordinate all arrangements. Manly West staff will be responsible for supervision as well as some night activities;
- accommodation in multi-share motel style rooms (4-6 students per room), with ensuites and all linen supplied;
- all meals and admission costs;
- complimentary mementos

Activity details:

Sydney: guided educational tour of The Rocks; educational program Hyde Park Barracks; sightseeing walking tour of Sydney Harbour Bridge, Opera House & Circular Quay.

Canberra: educational programs/tours at numerous venues, including – Parliament House, Australian War Memorial, Australian Institute of Sport, Royal Australian Mint, Museum of Australian Democracy, National Archives of Australia, Questacon.

Activity Costs:

A non-refundable deposit of $110 is due no later than Tuesday 31 May 2016.

The balance of the total tour cost will be due no later than Tuesday 11 July 2017. Payment plans may be arranged with the school office.

Travel Insurance
It is strongly suggested that all passengers take out Travel Insurance to avoid any loss of payment due to illness etc.

**Cancellation Policy**

**Land content:** Cancellation by an individual paying passenger after final payment has been made must be received in writing from the travelling school, but no less than 14 days prior to the commencement of travel for a refund of the Land Content to be effected. Total refund payable will consist of Land Content less a $50.00 per person administration charge. Cancellation by an individual paying passenger less than 14 days prior to travel will result in the loss of the total Final Payment made.

**Air content:** Client must pay a Cancellation Fee if it cancels any Air Transport Services after the Deposit Due Date. Cancellation Fees are payable immediately upon cancellation.

If you wish for your child to participate in the tour, please complete the form below and return with $110 deposit no later than **Tuesday 31 May 2016**.

For further information about the tour, please contact Miss Louise Goodwin [lgood1@eq.edu.au](mailto:lgood1@eq.edu.au)

Yours sincerely

Louise Goodwin
Yr 5 Class Teacher
MWSS Tour co-ordinator

Petra von Richter
A/Deputy Principal

Lisa Morrison
Principal

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Child’s Name ____________________________ Class _________

Parent’s Name _________________________________

I enclose a deposit of $110 for the 2017 MWSS Southern Explorer Tour. I acknowledge that I have read the information on cancellations and it is my responsibility to organise Travel Insurance for my child.

Parent Signature ____________________________ Date _________________