

Lake Macquarie Family Day Care  
A Quality Education and Care Option for  
Our Community  
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## PARENT CONSENT FOR NON-ROUTINE EXCURSION / TRANSPORTATION

Authorisation must be obtained **before** taking a child outside of the approved FDC premises **AND** before transporting a child (Regulation 102).

Educator submit to Lake Macquarie FDC office **PRIOR** to taking child on any outing and/or transporting.

Child full name  D.O.B

Educator Name  FDC address

A Risk Assessment has been prepared and is available at the Educator approved premises and with Lake Macquarie FDC RA confirmed date

Written Policy/Procedure for conducting Excursions, Outings and Transport is available at the Educator approved premises. Educator initial

### EXCURSION DETAILS

Excursion / Transportation event name

Reason for outing/transport:

Date  Period child will be away from premises / transported From \_\_\_\_\_ am/ pm until \_\_\_\_\_ am / pm

Activities to be undertaken

Anticipated number of adults  Anticipated number of children  Anticipated Educator:child ratio

Names of additional adults

Additional costs / requirements for parent:

### TRANSPORT DETAILS

Proposed Pick-up location:

Destination:

Means of transport: walk private vehicle rego \_\_\_\_\_ public transport \_\_\_\_\_ other \_\_\_\_\_

Child restraint requirements: rear-facing child restraint forward-facing child restraint booster seat lap-sash seatbelt N/A

### AUTHORISATION

Name of Parent / authorised person   
(Person must be authorised to give permission for excursions / transportation)

Special requirements for the child

Consent / signature:  Date

*'The information is collected in compliance with the principles of the Privacy and Personal Information Protection Act 1998 and accordingly will only be used for the purpose for which it is being collected, in emergencies or as otherwise required or authorised by law'.*