

# Excursion Authorisation Form

*Sydney Zoo*

This form must be signed by a parent/guardian or an authorised nominee for each child who will be attending the excursion. Please complete the empty field, sign and return to the service via email or provide a hard copy to the centre.

First Child's Name	
Second Child's Name	
Third Child's Name	
Reason child is to be transported	To visit Sydney Zoo on an excursion as part of the vacation care program.
Date of excursion	Friday January 16, 2026
Departure address	164/174 Kissing Point Rd, Turramurra NSW 2074
Destination address	700 Great Western Highway, Eastern Creek, NSW 2766
Activities to be undertaken	Children will be walking around and looking at animals.
Means of transport	Private Bus Bus company is North Sydney Bus Charter
Departure time	9:00 am
Return time	3:00 pm
Anticipated number of children	50 children
Anticipated number of educators	8 Staff members
Anticipated number of adults/volunteers	NA
Ratio of educators to children	1: 8
Any requirements for seat belts or safety restraints under the law	
What to bring	Bag, hat, drink bottle, morning tea and lunch.
Additional information	

## Permission:

I hereby give permission for the child/children listed above to attend the excursion detailed in this excursion authorisation. I agree to provide my children with the "what to bring" items listed above. I understand that a risk assessment and bus route maps for this excursion will be available for viewing at the centre on the day of the excursion and that the service has written policies and procedures for excursions and the safe transportation of children. These are all available on request.

Parent Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date:    /    /2026