



2026 | Prep to Year 12 Annual Student Details Update and Excursions/Activities Permission

Dear Parents and Caregivers

As an annual requirement for all returning students, we require the following action from you.

For new families commencing this year, both requirements have been completed through your enrolment process and therefore no action is required by you.

Excursions and Activities Permission

Over the course of the year, your son/daughter will participate in excursions and other activities; however, for them to do so we require your permission. In Parent Lounge, please indicate that you agree to your child participating in any school sanctioned activities or excursions. Key school events appear in the College calendar; however, you will receive details of specific events closer to the scheduled date.

Please note that activities or excursions that are not school-sanctioned (e.g. camp, or outside school hours) will require specific approval which will be communicated when required.

Parent/Student Details and Medical Information Update

It is extremely important that our contact information for parents and students, and students' medical information is accurate and up to date. Please review your information in Parent Lounge – **Parent Details Tab** and **Student Details Tab** / Emergency Contacts / Medical Details.

Once both requirements have been completed, please acknowledge your permission and completion in Events & Payments Tab / **2026 Student Details & Excursions-Activities Permission**.

Parent Action Required - Instructions:

- ***Log into Parent Lounge***
- ***Home Icon Menu / Event & Payment Tab (column on left)***
- ***Select – 2026 Student Information & Excursions-Activities Permission***
- ***Under 'Registration' on the right side, select Accept.***
- ***Please review the Student Information & Excursions-Activities Permission under Terms and Conditions and then select the check box***
- ***Please review the medical information on record and select the check box if all details are correct and press Save.***

We kindly request this requirement be completed by Wednesday 28 January 2026.

Kind regards

A handwritten signature in black ink, appearing to read 'Lakshmi Mohan'.

Mrs Lakshmi Mohan

Deputy Principal

Let your light *shine*