



28 February 2024

***2024 Wellington Relay for Life - Trentham Racecourse  
Saturday 23 - Sunday 24 March***

Dear Parents/Caregivers

Your son/daughter has expressed an interest in taking part in this year's Relay For Life event in support of the New Zealand Cancer Society. The event will take place at Trentham Racecourse, Upper Hutt, beginning at **3.00pm Saturday 23 March** and finishing at **8.00am Sunday 24 March**, with a free breakfast.

Adult supervision is required to be provided by Whitby Collegiate staff and parents for the duration of the event. In order to meet the two-adult minimum requirements to cover the length of the entire event we need parents to volunteer their time for two-hour time slots. If you can offer two consecutive hours at any point between 3pm Saturday 23 March and 8am Sunday 24 March please indicate on the electronic permission form below and I will contact you at a later date with time options.

Participants and parents/caregivers are also required to sign the electronic permission form below to ensure the following guidelines are clearly understood:-

- Relay for Life participants will be briefed on track safety and anyone who breaks any of the safety rules will be sent home.
- Relay for Life is a glass free event and no one may bring any glass to the venue.
- Relay for Life is a smoke free event and will remain so throughout. This also applies to vaping.
- Relay for Life is an alcohol and drug free event. If anyone is found in possession of alcohol or drugs parents will be contacted and required to collect their son/daughter regardless of the time.
- Any areas roped off inside the event area will be treated as out of bounds by all participants.
- Participants will abide by all event-related rules and conduct themselves in a safe and respectful manner throughout the event.

**All Y11-13 participants will be required to stay on site for the entire duration of the event.**

Y7-8 students will **not** be staying the night and must be picked up by a parent or guardian before 10pm. Parents of Y9-10 may wish to come and collect them earlier but be advised **no one can leave the event between 10pm and 5am** so you will need to collect them before 10pm or after 5am.

To register for the event please visit the official Relay for Life fundraising [website](#) and join the Whitby Collegiate school group. Please share your son/daughter's fundraising page with your friends and family to help us raise as much money as possible for this incredibly worthwhile cause. If you join by 10 March you can take advantage of the standard \$20 registration fee. After this date, the entry fee increases to \$30.

So we can ensure that we have enough supervision, and to get your son/daughter fundraising as much as possible, we would appreciate it if all students are registered by 15 March at the latest. You will also need to complete this [permission form and medical form](#).



# Whitby Collegiate



This year our Team Captains have designed t-shirts as a fundraiser for our team members to wear at the event. The shirts are available in Extra-small, Small, Medium, Large and Extra-large (unisex adult sizing) and cost \$25 each (**cash only**). If you would like to purchase a t-shirt for your son/daughter please complete the form below and return it to the school office in a sealed envelope with the \$25 cash. Orders are due by **Friday 8 March**.

The in-school event organisers will prepare a list of items we will need to bring as a school. Your son/daughter might be asked to help with bringing something along to decorate our marquee or some food to share.

If you have any questions please contact [me](#).

Yours faithfully,

**Christina Lindsay**

*Teacher in Charge of Relay for Life*

[christina.lindsay@whitbycollegiate.school.nz](mailto:christina.lindsay@whitbycollegiate.school.nz)



## **WHITBY COLLEGIATE RELAY FOR LIFE TEAM T-SHIRT ORDER FORM**

*Please print and complete this form and return it to the school office in a sealed envelope complete with payment by Friday 8 March. Please include the correct amount of cash as no change will be given.*

*Actual design may differ slightly from picture.*



Student Name: \_\_\_\_\_

Class: \_\_\_\_\_

Please circle the size you require. Please note that the sizing is **adult unisex**.

Extra-small

Small

Medium

Large

Extra-large

I agree to purchase a t-shirt to help fundraise for Whitby Collegiate's Relay for Life team and include \$25 cash.

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

Signed: \_\_\_\_\_