

Vacation Care Enrolment Form

Monday 15 April to Monday 29 April 2024

HURSTVILLE OOSH

Dear Parent/Guardian

Please complete this Vacation Care form with a black or blue pen.

As there are limited places, please ensure your form is submitted to the Centre

Co-ordinator / Assistant no later than **Friday 5 April 2024** as places will be allocated on a “**First come first served basis**” Fees will then be calculated and advised.

- The fee for **Vacation Care** is **\$58** for an in centre day and, **an extra fee will be charged** for in/excursions. Fees are payable prior to the commencement of Vacation Care.
- Remember to mark the days required and please choose the days carefully as days cannot be altered once they have been booked.
- **Any booked day cancelled once the payment has been made is NON refundable.**
- **NO ELECTRONIC GAMES ARE TO BE BROUGHT TO THE CENTRE UNLESS STATED IN THE PROGRAM.**
- Parents eligible to receive CCS must provide their Family and Child Reference Number to the Co-ordinator as well as the parents and child’s full name and date of birth as stated with the FAO. Eligible parents must confirm their child’s enrollment on their myGov account before they can receive their subsidy.
- Parents Must Sign their child/ren in and out of the Centre each day and provide them with comfortable shoes, appropriate clothing, a hat, a snack, a bottle of water and a healthy lunch unless lunch is provided if stated in the program.
- Parents must inform staff of any prior injuries that their children have. Also if a child is asthmatic an asthma plan must be supplied, this ensures the health and safety of your child/ren.
- Any medication requested for administering must be accompanied with a detailed doctor note; a medication form must be completed and signed prior to medication being administered.
- The email of the parent paying the fees for vacation care must be attached to the form. The fees will be sent prior to vacation care starting they must also be finalized.
- Any Dietary requirements must be informed prior to vacation care starting these include: Allergies, Intolerance and Religious restrictions. Examples include; Anaphylaxis response to tree nuts, Halal, Gluten intolerance. These need to be written at the bottom of the enrolment form or attached to the enrolment form.
- **Page 1 and 2 is to be kept by the parent or guardian page 3 and 4 is to be returned to the centre.**

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Vacation Care Policy Summary;

The following items are important to keep in mind as they are to do with your child's attendance in our vacation care program.

1. Fees need to be paid two weeks before vacation care starts otherwise your child will not be accepted. Any account queries call our Admin officer on 91507823 Monday to Thursday 9am-3pm.
 2. **Water bottles** are to be brought **every day**; alternatively, you can purchase one from the centre at \$1.50.
 3. **Hats** and **Protective Shoes** are to be worn, otherwise your child will not be able to **attend excursions** or take part in the **outdoor activities**.
 4. Morning Tea and Lunch needs to be brought **every day**. Alternatively, if you would like us to prepare lunch the following items are; Sandwich and Fruit \$2.00, Sandwich and Cheese and Crackers with fruit \$5.00. We need to be informed the day before your child attends.
 5. **Excursion Days**, children must **not** arrive after **9am**. Otherwise they will not be accepted to go on the excursion as they may miss or delay the bus.(No excursions during Lockdown period)
 6. Children must follow the instructions set by the educators. A maximum of **three warnings** will be given. If behavior persists parents will be notified and the child will be sent home, **without** a refund given.
 7. **All families** must supply a **contact** which may be contactable during the day in case of situations where the parent/guardian may not be able to answer the phone. Situations include where the child is ill and parents are **unable** to pick them up from the centre.
 8. **No Electronics** or other personal belongings are to be brought in to the centre. Any electronics found will be **confiscated** and **locked away**, and **returned** to the **parent**.
 9. **Under no circumstance** is any educator responsible for personal belongings of a child. We encourage children to use the items supplied by the Centre not items from home unless stated in the program. Items which are being specified include: Toys, Collectible cards, Handballs, Dolls.
 10. We encourage all children to pack away their activity prior to leaving the centre; we understand that some activities involve children who are still using the equipment. Although would appreciate the children packing up the specified items.
 11. The Centre closes at **6pm**, after 6pm there is a late fee of **\$30.00** for **every 15 minutes** or part of. This needs to be paid on the day to the two staff members who are present. Please notify us if you are sending someone else to pick up your child and/or if you're running late.
- Hurstville Vacation Care: 0418481358**

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Monday	15/4/24	INCENTRE DAY- SCIENCE DAY	\$58	
Tuesday	16/4/24	EXCURSION TO CLUB CENTRAL HURSTVILLE – CHILDREN'S SHOW	\$90	
Wednesday	17/4/24	INCENTRE DAY – MINI MARKET DAY	\$65	
Thursday	18/4/24	IINCENTRE DAY – ARTS AND CRAFT	\$58	
Friday	19/4/24	EXCURSION – MOVIES AT BEVERLY HILLS CINEMA	\$90	
Monday	22/4/24	EXCURSION- GLOW CRAZY INDOOR PARTY CENTRE CARLTON	\$90	
Tuesday	23/4/24	INCENTRE - COOKING DAY INCLUDES LUNCH	\$65	
Wednesday	24/4/24	EXCURSION- BOWLING AT MANHATTAN SUPERBOWL MASCOT	\$95	
Thursday	25/4/24	ANZAC DAY PUBLIC HOLIDAY - CENTRE CLOSED	-	
Friday	26/4/24	INCENTRE – SPORTS DAY AND SCAVENGER HUNT	\$58	
Monday	29/4/24	INCENTRE – CUBBY HOUSE AND GAMES DAY	\$58	

Please ensure this section is completed and handed in to the Coordinator by **Friday 5 April 2024**. Enrolment forms which are not fully completed will not be accepted. Remember to mark the days required and please choose the days carefully as days cannot be altered once they are booked.

Does your child have Food Allergies Y/N if Y; _____

Does your child have Food Intolerances Y/N if Y; _____

Does Your Child have Religious restrictions Y/N if Y; _____

Child's name: _____

Parents name: _____ mobile: _____

Parent's Signature: _____ Date: _____

Vacation Care Fees Paid Receipt number: _____

PAYEE EMAIL: _____

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Hurstville Vacation Care Excursion Permission Form

PERMISSION FOR EXCURSIONS

I hereby give permission for my child /children _____

_____ to attend the following excursions or outings

1. Excursion to Club Central Hurstville

Tuesday 16 April 2024

Location: Cross Street Hurstville NSW 2220

Travelling by: private bus **Food:** Lunch will be provided

Educator to Child Ratio **1: 8** Depart: **9.00am** Return to Centre by **3.00 pm**

Signed: _____ Date: _____

2. Excursion to the Movies at Beverly Hills

Friday 19 April 2024

Location: 447-453 King Georges Rd, Beverly Hills NSW 2209

Travelling by: private bus **Food: Please** bring your own lunch

Educator to Child Ratio **1: 8** Depart: **9.00am** Return to Centre by **3.00 pm**

Signed: _____ Date: _____

3. Excursion to Glow Crazy Party Centre

Monday 22 April 2024

Location: 305 Princes Highway, Carlton NSW 2218

Travelling by: private bus **Food:** Please bring your own lunch

Educator to Child Ratio **1: 8** Depart: **9.00am** Return to Centre by **3.00 pm**

Signed: _____ Date: _____

4. Excursion to Manhattan Superbowl

Wednesday 24 April 2024

Location: 549 Gardeners Rd, Mascot NSW 2020

Travelling by: private bus **Food:** Lunch Provided (nuggets, chips and a popper).

Educator to Child Ratio **1: 8** Depart: **9.00am** Return to Centre by **3.00 pm**

Signed: _____ Date: _____
