

Vacation Care Enrolment Form
Monday 14 April to Tuesday 29 April 2025
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 4 April 2025** 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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Please complete this form and tick the days required.

DATE	PLANNED ACTIVITY	Cost	Tick
Monday 14/4/2025	INCENRTRE DAY - EASTER ARTS AND CRAFT DAY - On site	\$58	
Tuesday 15/4/2025	EXCURSION- KIDS WORLD PLAY CENTRE – Bankstown – Includes lunch	\$95	
Wednesday 16/4/2025	INCENTRE DAY- EASTER THEME - PAINTING ON CANVAS – located onsite	\$58	
Thursday 17/4/2025	EXCURSION TO KCAC EASTER GAMES & CRAFT -Includes lunch	\$90	
Friday 18/4/2025	CLOSED GOOD FRIDAY PUBLIC HOLIDAY	-	
Monday 21/4/2025	EASTER MONDAY PUBLIC HOLIDAY	-	
Tuesday 22/4/2025	INCENTRE DAY – COOKING DAY -Make Pancakes and fruit salad plus Gelato	\$63	
Wednesday 23/4/2025	INCENTRE DAY – CELEBRATE ST GEORGE DAY -Carnival games – on site	\$58	
Thursday 24/4/2025	EXCURSION – MANHATTEN BOWLING – Includes arcade games and lunch	\$95	
Friday 25/4/2025	ANZAC DAY PUBLIC HOLIDAY		
Monday 28/4/2025	IN CENTRE DAY CUBBY HOUSE AND GAMES DAY	\$58	
Tuesday 29/4/2025	IN CENTRE DAY – CONSTRUCTION AND MESSY PLAY DAY	\$58	

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: _____

Parent's name: _____ mobile: _____

Parent's Signature: _____ Date: _____

PAYEE EMAIL: _____

Lunch options

17/4/25-----Cheese and Tomato, Cheese and Ham or Soy Cheese Toasties

22/4/25_____Mango (Dairy Free), Strawberry ,Chocolate or Vanilla

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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 Kids World Adventure Playground Bankstown TUESDAY 15 APRIL 2025
Travelling from Hurstville Public School, Forest Rd Hurstville to Kids World Adventure Playland Bankstown located at 1618 Canterbury Rd, Punchbowl 2196
Travelling by: Private bus booked with Southside bus and coaches Departing: 9am Return to Centre by 3pm
The children will travel by private bus with 7 Educators and will be dropped off outside the Play Centre.
The children must wear socks to play on equipment provided at this play centre
Food: Lunch will be provided by the Play Centre (nuggets and chips or a vegetarian option is available)
Educator to Child Ratio 1: 8 There will be 7 Educators and approximately 50 children at this excursion.
A risk assessment has been prepared and is available at the Centre.

Signed: _____ Date: _____

2. Excursion to Kingsgrove Community Aid Centre THURSDAY 17 APRIL 2025
Travelling from Hurstville Public School, Forest Rd Hurstville 2220 to Kingsgrove Community Aid Centre located at 30 Morgan Street, Kingsgrove NSW 2208
Travelling by: private bus booked with Southside bus and coaches. Departing: 9am Return to Centre by 3pm
The children will travel by private bus with the 7 Educators and will be dropped off at the bus stop outside the Kingsgrove Community Aid Centre
Food: Children will be provided with lunch ordered through the Kingsgrove Community Café.
Educator to Child Ratio 1: 8 There will be 7 educators and approximately 50 children at this excursion.
A risk assessment has been prepared and is available at the Centre.

Signed: _____ Date: _____

3. Excursion to Manhattan Bowling - Mascot THURSDAY 24 APRIL 2025
Travelling from Hurstville Public School, Forest Rd Hurstville to 549 Gardner's Rd Mascot 2020
Travelling by: Private bus booked with Southside bus and coaches Departing: 9am Return to Centre by 3pm
The children will travel by private bus with 7 Educators and will be dropped off outside Manhattan Bowling.
The children must wear socks and closed shoe to play bowling.
Food: Lunch will be provided by the Venue (nuggets and chips or a vegetarian option is available)
Educator to Child Ratio 1: 8 There will be 7 Educators and approximately 50 children at this excursion.
A risk assessment has been prepared and is available at the Centre.

Signed: _____ Date: _____