

Enfield Primary School Out of School Hours Care

VACATION CARE PROGRAM DECEMBER 2017 - JANUARY 2018

18th Dec 2017 - 25th Jan 2018

CENTRE CLOSED 25th Dec - 7th Jan

Re-opening Monday Jan 8th, 2018



Clarice Avenue, Enfield SA 5085 | PH: 08 83436567 or MOB: 0401993850

Email: Karen.furner345@schools.sa.edu.au

Please find attached:

- Parent Information
- Vacation Care Program Week Dec/Jan
- Vacation Care Booking/Payment Form
- Vacation Care Parent/Caregiver Consent Form

Hours: 7:30am – 6:pm

How to Book procedure

Step 1 Choose your days & fill in the vacation care Booking and Consent form.

Step 2 Choose below the options for payment.

Step 3 Pay \$10 per booking deposit **X** by the number days required.

Step 4 Return completed vac care form along with confirmed payment.

Step 5 Bookings confirmed!

The Deposit and Direct Payment agreement must be in place, otherwise bookings cannot be made



CHILD CARE BENEFIT FEE REDUCTION and the Cash Rebate are available to reduce the full cost.

Full Cost: \$55.00 per day **\$65.00** excursion days

Child Care Benefit (individual rate) & Child Care Rebate (50%) available for approved families (see Dept. Human Services website) or call 136 150 if you have not registered before for Childcare Benefit.

Enfield Vac Care Childcare Approval ID- 1-X1HSHY

PAYMENT METHODS

<u>DIRECT DEPOSIT</u>	<u>EFTPOS</u>	<u>QKR App!</u>
Payment made using a bank transfer ACC Name: Enfield P.S. OSHC BSB: 105 – 096 ACC No. 064122040 Reference details: For Vac care Childs Name Vac	Pay with Debit or Credit Card at OSHC or school front office Call the school Finance Officer and make payment over the phone	 with  Make payment to OSHC/Vac care

Excursions

On excursion days' children must be at OSHC 30mins prior to departure time to allow organisation, discussions on safety issues, behaviour expectations, child groupings and question time. On all excursions, the children will be transported in a private bus. A thorough risk benefit analysis of each excursion is carried out. Appropriate child/staff ratios are set and strategies to maintain safety are developed and implemented.

Arrival & Departure

At the commencement of each morning, you are required to sign your child in on the attendance sheet. The child must also be signed out when collecting your child/ren and will not be allowed to leave the centre with any other person other than those nominated on their OSHC enrolment form. Person's unknown will be required to provide ID and **MUST** be 18yrs and over. Late Fees apply after 6pm closing!

Food and drink

Children need to bring recess, lunch and water every day, unless it is a day where we provide lunch. We will provide children with afternoon tea each afternoon. We encourage families to make healthy choices when providing food for their children. Food from home will not be cooked/reheated for children due to Occupational Health and Safety regulations.

Cancellations

Vacation Care has a 'No Cancellations Policy'. Consideration will be given for a cancellation due to sickness if a medical certificate is provided or your child's spot can be filled. The full fee will be charged for cancellations to cover staffing, activity, craft, food, excursion/incursion and transport costs.

Dress Code

Children are required to wear appropriate clothing. This includes comfortable shoes/sandals (not thongs) and tops with sleeves, no singlets. OSHC provides sunscreen during warmer months, bucket hats must be worn, and all children are required to wear them for outside play and activities. **"NO HAT NO PLAY"** Play will occur in the shade! (No baseball Caps Allowed). Hats are supplied by OSHC.

Accounts

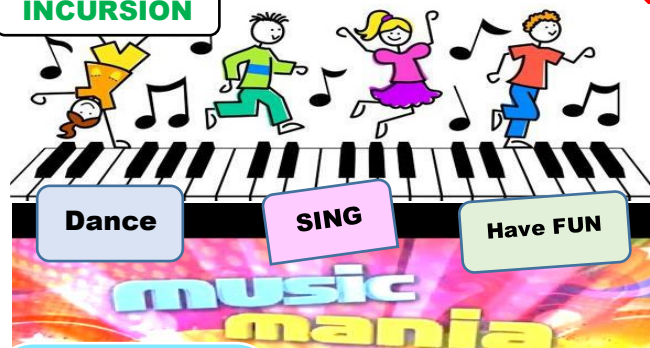
Please ensure to enter your email address which is located on the booking form. Accounts will be emailed and are due within 7days.

Week 1 Program

Breakfast & Afternoon tea supplied

Monday 18th December

INCURSION



Dance

SING

Have FUN

music mania



ALL WEEK

ARCADE RAGE

Tuesday 19th December

EXCURSION



Discover the beauty set in the centre of town. We will have a refreshing morning tea supplied by us on the lawn of the gardens. We will bring back nature's treasures (without harming the flora or fauna) to turn into craft pieces and pet rocks and have a game or two of cricket or soccer

IMPORTANT INFO: NO SPENDING MONEY Bus
Departs Promptly at 10am - Return by 3pm

Wednesday 20th December

CHRISTMAS for Kids
Crafts



& Christmas Cooking

Thursday 21st December



Please bring a plate of food to share with
Your' friends

Girls bring
Sweet

Boys bring
savory



GAMES

Friday 22nd December

EXCURSION

Waterworld



SLIP, SLOP, SLAP!

Hours of water play, slides, and so much fun to be had! Its outside so don't forget to wear a Rashi/T-shirts in the water! Bring bag for wet items and towel, along with change of clothes & underwear

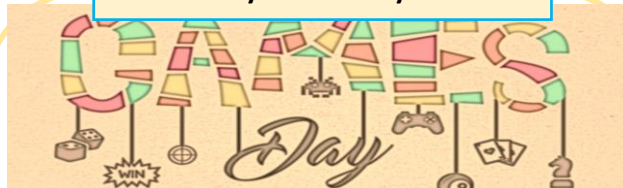
IMPORTANT INFO: NO SPENDING MONEY
Bus Departs Promptly at 10am - Return by 4pm
Pack, recess, lunch & Water Bottle

“We wish you a very Merry Christmas and a Happy New Year. Be safe and we will see you back at OSHC 2018”

Week 2 Program

Breakfast & Afternoon tea supplied

Monday 8th January '2018'



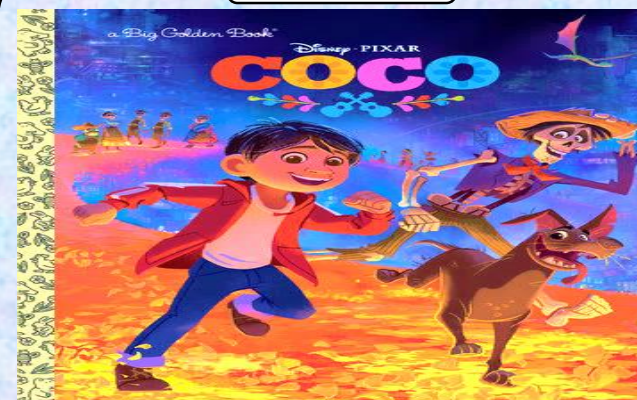
Electronics day bring your devices /games and play for the morning.

Afternoon



Tuesday 9th January

EXCURSION



Important Info: No spending money Bus departs promptly 9.30am – Return 2pm

BRING SNACKS for the movies, lunch & Water Bottle

Wednesday 10th January

Creative FUN
for all ages



Come and explore your senses with our pizza making day. Roll your own dough pick your own herbs and topping and then cook and enjoy!

All dietary requirements are taken into consideration

EXCURSION

Thursday 11th January



We're heading on a magical mystery tour of playgrounds....

Have we been there before?

Will we discover hidden playgrounds?

Vote for your favourite playground of the day

Important Info: Bus departs 10.30am - Return approx. 3pm
Pack recess, lunch & WATER BOTTLE.

Friday 12th January

INCURSION

**WATERSLIDE
FUN**

**ALL
DAY**

Bring change of clothes and underwear, towel, brush and plastic bag for wet belongings. Old T-shirt or rashie to cover shoulders



Week 3 Program

Breakfast & Afternoon tea supplied

Monday 15th January

Here from 11am

INCURSION



AND cool magic

MAGIC SHOW

Tuesday 16th January

EXCURSION

Imagination KIDZ
PLAY CENTRE & CAFE



Important Info: **Bus departs promptly 9.45am - Return approx. 2.30pm** Pack recess, lunch & WATER BOTTLE.

Wednesday 17th January

WACKY Wednesday

It's time to learn the ancient art of
potion-making

We invite you to join us in the magic lab today! We will watch spells come alive from the spell book to bring you slime, flower & herb potions and learn other spells. You're in for a spelltastic day!

Thursday 18th January

EXCURSION

PUMPT

DON'T
MISS OUT!

Indoor Ride Park

Bring Helmet

It's all about wheels and having fun...



Important Info: **Bus Departs 9.45am - Return approx. 3pm**
Pack Recess, lunch WATER BOTTLE

Friday 19th January



EarthDay

Let's get in touch with nature and add some plant life to OSHC.

Nature crafts - including clay play, bird feeder, stick craft and dream catchers



Week 4 Program

Breakfast & Afternoon tea supplied

Monday 22nd January

EXCURSION



Picnic in
the Park
afterwards

Important Info: **Bus departs 9.45am – Return 3pm**
Pack, recess, lunch & WATER BOTTLE

Tuesday 23rd January

WHEELS DAY

If it's got wheels, today is the day to bring it and spend the day riding. **Helmets & protective gear must be worn** & NO bike, skates or scooter swapping with friends! for safety reasons, **NO Helmet NO Play**



Create a wind spinner and wind chime

Wednesday 24th January

INCURSION



And



Have you seen this new Art craze?

Workshop Here from 10.30am

Thursday 25th January



Be prepared, the kids are going to get wet!

Water play - including sprinklers, slip and slides



Bring change of
clothes and a towel

water games and if you have
a water pistol bring it along!

Friday 26th January



Australia Day
Celebrate what's great!

PLEASE RETURN BOOKING & CONSENT FORM
ONLY + DEPOSIT TO SECURE YOUR BOOKING BY

FRIDAY 7th DEC

Booking/Payment Form

**Please note we are unable to accept bookings until all outstanding fees are paid and your deposit of \$10 per booking days is received **

On enrolment into the Vacation Care program your booking becomes permanent. *Cancellations made after the closing date* will incur the normal fee for that day minus CCB (allowable absence).

Child Name 1. _____ Child Name 2. _____

Child Name 3. _____ Child Name 4. _____

Total Booking Deposit = \$ _____
(No. days x \$10 per session required)

I wish to enrol my child/ children in the Enfield PS Vacation Care Program on the following days. Please tick boxes below

Week 1: DEC 2017

Monday 18 th Dec	Tuesday 19 th Dec	Wednesday 20 th Dec	Thursday 21 st Dec	Friday 22 nd Dec	Arrival/Departure of child	
Incursion	Excursion-Botanic Gardens			Excursion- Water World	AM:	PM:

Week 2: JANUARY 2018

Monday 8 th Jan	Tuesday 9 th Jan	Wednesday 10 th Jan	Thursday 11 th Jan	Friday 12 th Jan	Arrival/Departure of child	
	Movies		Excursion-Playgrounds	Incursion-Waterslide	AM:	PM:

Week 3:

Monday 15 th	Tuesday 16 th	Wednesday 17 th	Thursday 18 th	Friday 19 th	Arrival/Departure of child	
Incursion- Paper Planes & Magic Show	Excursion-Play Cafe		Excursion-Pumpt		AM:	PM:

Week 4:

Monday 22 nd	Tuesday 23 rd	Wednesday 24 th	Thursday 25 th	Friday 26 th	Arrival/Departure of child	
Excursion-Inflatable World	Wheels Day	Incursion - Workshop	Water Play	Australia Day Public Holiday CLOSED	AM:	PM:

School Returns Monday 29th January 2018

OFFICE USE ONLY

DEPOSIT PAID: _____ DATE: _____

Booking confirmed _____ Receipt No. _____

Billing Email Address:

(Accounts will be forward to)

Parent/Guardian Sign:

PARENT/CAREGIVER CONSENT FORM

Please Initial



- ❖ I have made OSHC service aware of any changes to my contact information and/or my child's medical needs. I understand that staff will not accept responsibility for any child that arrives sick to the service and my child will be sent home in these circumstances. If I have indicated my child with additional medical needs. I have provided OSHC with their necessary medication, i.e. puffer/epi-pen and given a copy of their health support plan. ☐
- ❖ I give authority for my child to be transported to and from excursions by private bus and to participate in the day's programmed activities. I also consent to my child travelling in a staff car in the event of an emergency. I also consent for staff providing my child with basic first aid. ☐
- ❖ I understand that my child must bring recess, lunch and water bottle daily. I understand that due to Health & Safety standards staff will not heat food brought by my child to Enfield PS Vac care. ☐
- ❖ I consent to photographs being taken of my child as part of the vacation care program which will be displayed around the centre and in OSHC newsletter. Photographs are taken with an OSHC device only and can be reviewed upon request at any time. ☐
- ❖ I have familiarised myself with the Behaviour Guidance expectations of the Service and have communicated these to my children. ☐
- ❖ I understand that a late collection fee of \$15 for first 15minutes and thereafter \$1 per minute applies for any late pick-ups after the 6pm closing ☐

This form must be completed by a parent/guardian who has the authority to authorise the taking of a child outside of the Vacation Care service by OSHC Educators. A parent/guardian must sign below for their child/ren attending. If this form is not adequately completed, the child will not be permitted to attend the excursion/s.

I have read the above information and understand the terms and conditions. I am making the following bookings and give my permission for my child/ren to attend the vacation care program.

❖ Family Name: _____
(Please Print)

❖ Parent/Guardian Name/s: _____
(Please Print)

❖ Emergency Contact Number/s: Home: _____ Work: _____ Mob: _____

❖ Parent/ Caregiver -Sign: _____

Date: _____

***Thank you, and we look forward to a fun filled Vacation Care!
The Enfield PS OSHC team!***