

Out of School Hours Care

VACATION CARE

HOLIDAY
PROGRAMME

16th Dec 2019 – 24th Jan 2020

The service will be closed for annual Christmas break from Monday 23rd December and re-open Monday 6th January 2020

NEW to THE PROGRAM: NOW OPEN from 7AM - 6PM plus there is a new cost for incursions
For further information check FAMILIES INFO page!

Please find attached:

General Information
Vacation Care Program
Vacation Care Booking/Payment Form
Vacation Care Permission & Swimming
Consent Forms

Enfield PS OSHC
Clarice Avenue, Enfield SA 5085
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Extra copies available: School Website, Oshc
or front office of the school

**SPECIAL
OFFER**

MONARTO SAFARI PARK TOUR

“Excursion”

When: Thursday 9th January

Cost: \$85.00 *minus Childcare
Subsidy entitlements which
WILL reduce this cost.*

Included in the cost- morning tea,
lunch and afternoon snack provided
plus entrance to park and bus from
8.30 - 5pm (check the program)

“Experience YOU do not wish to miss”

LIMITED PLACES ONLY

**Closing date
for bookings
Friday 6th December**

Book early to guarantee a place as spots
are limited and may be booked out
before closing date

*We wish our families a Merry Christmas
and a wonderful New Year!*



Operating Hours: 7:00am – 6:00pm Monday - Friday

How to Book procedure

Step 1 Choose your days & fill in the vacation care Booking and Consent form. **New Families- a separate enrolment form will also be required to be filled in prior.**

Step 2 Choose below the options for payment.

Step 3 Pay \$10 per booking deposit **X** by the number days required. This is shown on the booking form.

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

Step 5 Bookings confirmed!

Full Cost: The cost shown is Before Any 'YOUR' Childcare Subsidy Rebates.

\$58.00 per day centre home days / **\$62.00** per incursion days / **\$66.00** per excursion days

Contact Dept. Human Services /Centrelink if you have not registered before and/or update your details through MyGov.

or follow the prompts below through MyGov

Sign into your Centrelink online account through MyGov

Select **Complete your Child Care Subsidy** assessment task.

Work through the steps to **provide new information** and **confirm** your current details

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 between 7am-9am & 2.30pm– 6pm or school front office during school hours.	 with masterpass Make payment to OSHC/Vac care

Payment of account can be paid @ the centre

Families Info for Vacation Care

To avoid disappointment, get your booking in early. Pack your child a light bag for excursions as we may need to carry our bags with us, depending on the venue and its facilities. Children are not to bring spending money on excursions. We travel by Farnham/Kanga Bus. Excursions may be cancelled if the forecast temperature exceeds 35 degrees or if it is raining heavily (alternative activities will be provided). Children must arrive for excursions by the time stipulated on program. This allows staff time to talk to the whole group about:

- Safety issues & Behaviour expectations
- Organise children have their recess/ lunch / drink bottles & toileting of all children
- Apply sunscreen & arrange child groupings

Also, allow time to answer any questions children may have about the excursion or venue.

Arrival & Departure

At the commencement of each morning, you are required to sign your child in through the **electronic 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!**

Payment of fees

During Vacation Care invoices/statements and reconciliation of payments may be delayed due to Finance Officer being on holidays and Director on the floor. Every effort will be made to keep the schedule of your account as per normal. Payment is still required to be made within 14 days.

Cancellations Vacation Care has a **'No Cancellations Policy'** Confirmed bookings after the closing date given are non-refundable. If your child is absent on any confirmed booking day, the fees from that day are non-refundable due to the fact that payment is made based on bookings and not attendance. All excursions/incursions and transport costs are paid in advance by the centre and staff are rostered according to bookings. Allowable Absence will be charged to your account for non- attendance

Food and drink

Children need to bring recess, lunch and water every day, unless it is a day where we provide lunch. **We provide children with afternoon tea each afternoon and breakfast supplied until 8.15am.** 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 & Safety Regulations.

Dress Code/Sun Smart

Children are required to wear appropriate clothing. This includes comfortable shoes (not thongs) and tops with sleeves, no singlets. **SunSmart:** The program enforces "Sun Smart" practices. All children must wear the OSHC Program bucket hat and Hats will be kept at the program. Sunscreen is provided and applied. **No Caps allowed 'NO HAT NO PLAY'.**

When UV is 3 or above be SunSmart



Children's Behaviour

Out of School Hours Care Program aims to foster and enhance children's decision-making, problem-solving and self-help skills. We promote positive communication with children and adults as well as respect for property and equipment. Staff will encourage children to take responsibility for their own.



Personal Belongings



Please leave all toys and precious items at home (including mobile phones) as they may be lost, broken or taken.

NO responsibility will be accepted for children's property brought to the centre

Week 1



Program

Don't forget our sun smart policy and wear clothing that covers your shoulders; no tank tops please! And remember to wear enclosed shoes, sneakers are best!

IncurSION

Monday 16th December



The Amazing MAGIC MIKE will entertain us all day with a magic show with loads of comedy, cool modern magic tricks, colourful illusions, balloon animals, and real-life bunny ending the day with a



IncurSION
Here from
9.30-3pm

EXCURSION

Tuesday 17th December

THE AMAZING RACE AROUND ADELAIDE

Children pass through various check points and fun challenges along the way!

Each child receives a survival kit and bandana

IMPORTANT INFO: Be here by 9am Pack, recess, lunch & Water Bottle Please wear comfortable clothing & footwear

Wednesday 18th December

HoHoHo
Merry Christmas



Today, children will engage in a variety of Christmas craft and cooking activities, where they are able to create something special for the important people in their lives.

EXCURSION

Thursday 19th December



Lunch afterwards in the park

IMPORTANT INFO: Be here by 9am -Return by 3.30pm
Pack, recess, lunch & Water Bottle & snacks for the movies

Friday 20th December



HOLIDAY PARTY

Our final day together for 2019 means it's time to celebrate with OSHC Christmas party! We will be playing Christmas songs, games, pass the parcel and more.

Then finishing off with a shared lunch
Please bring along a plate of healthy food to share with your friends

Boys bring- savoury / **Girls** bring- sweet

Week 2 January Program

Don't forget our sun smart policy and wear clothing that covers your shoulders; no tank tops please! And remember to wear enclosed shoes, sneakers are best!

Monday 6th January 2020

FUN & GAMES

Bring along some suitable clothing for some outdoor **WET PLAY**. Children can go under the sprinklers, bring soakers from home (water pistols) to soak their friends or play some games from the water stations. Come along and find the clues to find the treasure. We will have two treasure hunts, one in the morning and one in the afternoon.

End the day with an ice block treat

Tuesday 7th January

EXCURSION



Lunch afterwards in the park

Important Info: Be here by 9.30am BRING, recess, lunch & Water Bottle plus **snacks for the movies**

Wednesday 8th January

Incursion



Pedal Go Karts with Inflatable Track
Beat the Bucket bring bathers, towel and change of clothes. You are sure to get very **WET**.....The goal is to hit the centre of the splash target which tips the bucket of water on your friend/s

AND



Thursday 9th January

EXCURSION

MONARTO SAFARI PARK TOUR



Just supply a water bottle as Food is provided

Explore the lions, cheetahs and get up personal with the chimps and more...

LIMITED PLACES REGISTER NOW!

Important Info: Bus departs 8.30am - Return approx. 5pm. Pack WATER BOTTLE. 'Food Provided' Wear closed in shoes

Friday 10th January



Do you fancy yourself as a budding artist? or maybe you would just like to come along and have lots of fun expressing yourself creatively through art and pop stick creation competition, which will be followed by 'create your own' ice cream sundaes. **YUMMY**...

Week 3 Program

Don't forget our sun smart policy and wear clothing that covers your shoulders; no tank tops please! And remember to wear enclosed shoes, sneakers are best!

Monday 13th January

MISSION: POSSIBLE!

You will each be given a mission to complete- if you are successful you will be **REWARDED!**



Also hiring **Arcade Video Games** and **Having Hot Chips for lunch. YUM!**

EXCURSION

Tuesday 14th January

Adelaide Aquatic Centre



Please wear bathers under clothes and bring change of clothing, brush, towel and plastic bag for wet items

You can wear your thongs only for today

Please sign swimming consent form attached

Important Info: Be here by 9.30 today - Return approx. 4pm Pack recess, lunch & **WATER BOTTLE.**

INCURSION

Wednesday 15th January



Get your groove shoes and dance



A Silent Disco where all the children are provided **special wireless headphones** and are taken through a series of games, activities and dances all under disco lights, lasers and special effects Each child can control their own music volume, making it totally safe and kid friendly.

Here from 1pm

EXCURSION

Thursday 16th January



Just Add Music Band

Come and Jam with us

with familiar songs, big costumes, professional musicians, storytelling and **HEAPS of FUN**- we know everyone will enjoy the **JAM BAND** experience. Interacting and engaging with the performance.

Important Info: Be here by 9.30am today - Return approx. 3.30pm Pack Recess, lunch & **WATER BOTTLE**

Friday 17th January



LET'S JUST CHILL AND HANG OUT Get ready to kick off the day. Make a unique pencil case or make some friendship bracelets for when you reconnect with your friends. As it is summer holidays, it wouldn't be the same without a bit of backyard cricket or indoors, you could take part in a marble challenge. We love cooking at OSHC, so in the afternoon let's cook a sweet dish to share @ snack time



Week 4 Program

Don't forget our sun smart policy and wear clothing that covers your shoulders; no tank tops please! And remember to wear enclosed shoes, sneakers are best!

Monday 20th January

BUBBLES & SLIME

Plus, cooking simple Indian dishes for all children to sample



and hiring 60 in 1 Video games



PLUS,
soccer
table

Tuesday 21st January

EXCURSION



At the Marine Discovery Centre, children will be given the opportunity to explore the environment of Henley Beach and will participate in a marine trail. Learn, interact and see live marine creatures

Important Info: **Be here by 9.30am today - Return approx. 3pm** Pack Recess, lunch **WATER BOTTLE**

INCURSION

Wednesday 22nd January



SMOOTHIE BIKE - Engaged, active

and healthy kids Children get an opportunity to choose ingredients and pedal the blender bike to combine, create and drink their very own smoothies



EXCURSION

Thursday 23rd January

Adelaide Youth Theatre 'SEUSSICAL JR'

Dr. Seuss' best-loved characters collide and cavort in an unforgettable musical caper! Cat in the Hat, Horton the Elephant, Gertrude McFuzz, and Mayzie La Bird will take audiences on a crazy and super fun adventure!

We will have a play and lunch in the park prior to the musical event

Important Info: **Bus Departs 9.30am today - Return approx. 4pm** Pack Recess, lunch, **WATER BOTTLE**

Friday 24th January



Today we will be celebrating the last day of the school holidays as well as **Australia day** with an OSHC party with a range of fun and engaging activities.



How many jelly beans in the jar?

Special Lunch: Aussie Meat Pies, Lamingtons and Lemonade (Vegetarian option available)

CHILDREN MUST HAVE- LUNCH, SNACKS AND DRINK BOTTLE EVERYDAY UNLESS STATED ON THE PROGRAM!

**PLEASE RETURN
BOOKING/CONSENT FORM +
PAYMENT TO CONFIRM
YOUR BOOKING BY
Friday 6th December**



BOOKING/PAYMENT FORM- Dec - Jan 2019/2020

Child Name 1. _____ Child Name 2. _____
 Child Name 3. _____ Child Name 4. _____

Total Booking Deposit =
 \$ _____
 (i.e.) 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 and to consent your child/ren attending the days you have booked for. Please also sign the permission form on the reverse side of this page

Week 1 Dec 2019	Monday 16 th	Tuesday 17 th	Wednesday 18 th	Thursday 19 th	Friday 20 th
	Incursion- Magic Mike Magician	Excursion- Amazing race		Excursion-Movies	Xmas Party

WE are Closed from Monday 23rd Dec and re-open Monday 6th January 2020

Week 2 Jan 2020	Monday 6 th	Tuesday 7 th	Wednesday 8 th	Thursday 9 th	Friday 10 th
		Excursion- Movies	Incursion Hiring- Pedal Go Karts etc	Special Excursion- Monarto Zoo/ food provided	

Week 3	Monday 13 th	Tuesday 14 th	Wednesday 15 th	Thursday 16 th	Friday 17 th
		Excursion- Swimming Centre & sign Swimming consent form	Incursion- Silent Disco	Excursion- Jam Band	

Week 4	Monday 20 th	Tuesday 21 st	Wednesday 22 rd	Thursday 23 rd	Friday 24 th
		Excursion- Marine Discovery Centre	Incursion- Sweet Pedals	Excursion- Adelaide Youth Musical & Park	

- Hand held electronic devices are not permitted at the centre, unless stated otherwise as part of the program schedule
- Bookings will not be confirmed unless your account is up to date
- Cancellations **will not** be accepted after **5pm Friday 6thDecember** (Absence Charge will apply)
- Are all your details current and correct? If not, please see Director.
- By making a booking you are agreeing to pay the fees within the timeline in addition to normal OSHC bookings. (fee policy)

➤ Parent/Guardian Sign:

Complete &
return this form
to OSHC

OFFICE USE ONLY: Deposit/ plus additional costs: _____ Receipt No. _____ Booking entered. _____ Date: _____

PARENT/CAREGIVER PERMISSION FORM

This form must be completed by a parent/guardian who has the authority to authorise the taking of a child. The parent/or legal guardian must sign below for their child/ ren attending for all excursions

Terms and Conditions:

Please Initial boxes ↓

- ❖ **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, and 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** along with enough snacks for whole day. 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 read the booking information and accept the terms and conditions within**. I agree to pay the required OSHC and Vacation Care Fees for my child/children within 7 days of receiving the invoice, failure to do this will restrict future vacation care program. 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.

❖ *Risk assessments have been conducted on all excursions and are available upon request.*

I hereby give permission for my child/ren to attend the excursions as indicated by me on the Booking Form. A parent/guardian must sign below for their child/ ren attending. If this form is not adequately completed the child/ren will not be permitted to attend the vacation care program.

❖ **Family Surname:** _____
(Please Print)

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

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

❖ **Parent/ Caregiver -Sign:** _____ **Date:** _____ **Email:** _____

Complete &
return this form
to OSHC