

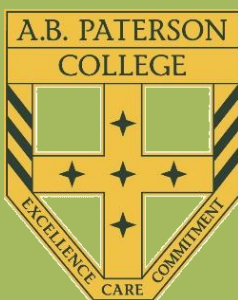


# Vacation Care Enrolment Pack

Friday 30 November  
to Friday 21 December

Phone: 0400 793 126

Email: [oshc@abpat.qld.edu.au](mailto:oshc@abpat.qld.edu.au)



## THIS PACK CONTAINS:

- Parent information letter
- Program and activity list
- Booking and permission form
- Incursion information
- For the fridge information sheet

## PARENT INFORMATION LETTER

### Dear Families,

Welcome to the Vacation Care holiday program. We have some exciting activities and incursions happening this holiday period, we look forward to your children joining us.

Contained in this letter you will find all the necessary information in regards to bookings, cancellation requirements.

*Please read all information provided carefully.*

### GENERAL INFORMATION

The vacation care building is located in the music rooms beside the Peter Sippel Oval. Our service is run by dedicated and fully qualified staff members. The service operates between 7am and 6pm. The OSHC Service ratio is 1:15.

Our program is designed to cater for, explore and extend to your child's interests and develop their existing skills and abilities.

Parent suggestions for program activities are welcomed, if you have any suggestions or feedback regarding our service please email – [oshc@abpat.qld.edu.au](mailto:oshc@abpat.qld.edu.au)

### FEES AND CHARGES

**Please ensure your After School Care fees are up to date at the end of each term, families who have outstanding After School Hours Care accounts will be unable to book places for Vacation Care.**

**Families with children who do not attend A.B. Paterson College children** must have their full account paid PRIOR to attending the program and having days confirmed including any surcharge fees.

### MEDICAL INFORMATION

Please ensure staff are informed of any allergies your child/ren may have. Any prescribed medications must be handed to staff upon arrival for appropriate storage. **SERVICE CLOSES AT 6PM**

Any children collected after 6:00 PM will be charged a late fee of \$15 per 15 minute period.

## PARENT INFORMATION LETTER

### BOOKINGS

Please complete Booking Form and Permission Form and return to the Outside School Hours Care via email: [oshc@abpat.qld.edu.au](mailto:oshc@abpat.qld.edu.au) . If you have not previously utilised Vacation Care, please also obtain an Enrolment Contract and Emergency Contact Form from OSHC upon request. You will receive a confirmation letter or email confirming your days for Vacation Care.

**Bookings made after the close of business (5pm) the previous day, or on the day, are charged the casual fee of \$57.**

### CANCELLATIONS

IF YOU WISH TO CANCEL ANY BOOKINGS, **THREE BUSINESS DAYS' NOTICE** IS REQUIRED, **VIA EMAIL**, OTHERWISE, YOU WILL BE CHARGED FOR THE FULL DAY AS WELL AS THE INCURSION FEE RELATED TO THAT BOOKED DAY. **Email:** [oshc@abpat.qld.edu.au](mailto:oshc@abpat.qld.edu.au)

### ACTIVITIES

A range of craft activities, board and card games, Wii, music or movement, outdoor games and other activities will be programmed for each day. Incursions are organised throughout holidays, which are held at the Service. Please see the following program for specific details. Although certain activities are planned each day, children's voices and free choice is accounted for during the day.

### ELECTRONICS INFORMATION

Excerpt - Computers and Digital Imagery Policy:

*"Children's personal technology devices and resources will not be permitted into the Service. Approval for these items to enter the Service must be sought in writing and an explanation as to why the device is required must be provided. Strict limits are placed on personal devices to ensure the safety of each child."*

We ask all families to support Service requirements to have no personal devices/resources including iPads, Laptops or mobile phones be bought into the Service.

## PROGRAM AND ACTIVITY LIST

					<b>Friday 30/11/18 Incursion</b>
					<b>Tennis with Mr John</b> \$55 Daily fee Incursion fee \$10 
<b>Monday 03/12/18 Incursion</b>	<b>Tuesday 04/12/18</b>	<b>Wednesday 05/12/18 Incursion</b>	<b>Thursday 06/12/18 Incursion</b>	<b>Friday 07/12/18</b>	
<b>Swimming</b> \$55 Daily fee 	<b>DAY IN THE MPC with sports equipment</b> \$55 Daily fee 	<b>Swimming</b> \$55 Daily fee 	<b>MOVE AND GROOVE DAY</b> \$55 Daily fee \$5 Incursion Cost 	<b>Movie Marathon Day</b> \$55 Daily fee 	
<b>Monday 10/12/18</b>	<b>Tuesday 11/12/18</b>	<b>Wednesday 12/12/18 Incursion</b>	<b>Thursday 13/12/18</b>	<b>Friday 14/12/18 Incursion</b>	
<b>Professor Jelly Bean</b> \$55 Daily fee \$10 Incursion Cost 	<b>Swimming \$55 Daily fee</b> 	<b>Colour Run</b> \$55 Daily fee Incursion fee \$10 <b>COLOUR RUN</b>	<b>Outdoor Challenge Day</b> \$55 Daily fee 	<b>Swimming \$55 Daily Fee</b> 	
<b>Monday 17/12/18</b>	<b>Tuesday 18/12/18</b>	<b>Wednesday 19/12/18</b>	<b>Thursday 20/12/18</b>	<b>Friday 21/12/18</b>	
<b>INDOOR TEAM SPORT CHALLENGES</b> \$55 Daily Fee 	<b>Swimming \$55 Daily Fee</b> 	<b>Tennis with Mr John</b> \$55 Daily fee Incursion fee \$10 	<b>Christmas Cooking Day</b> Favourite non- baking recipes on offer today \$55 Daily fee 	<b>Disco Dancing Day</b> including karaoke, talent show \$55 Daily fee 	

## INCURSION INFORMATION

### Each day your child will need:

- A packed lunch (nothing to be cooked/heated)
- A water bottle
- A wide brimmed Hat (legionnaires or bucket is suitable)
- Running shoes
- Sun smart clothing (must have sleeves)

Date	Activity	To pack
30/11/18	Tennis with Mr John	Closed in shoes the fun kicks off at 10:30am
03/12/18	Swimming	Swimmers, Rash Vest, swimming cap, towel, goggles (optional) 10:30am for fun and games
04/12/18	MPC Sports Fun	Children will participate in round robin activities in the MPC with team and individual pursuits
05/12/18	Swimming	Swimmers, Rash Vest, swimming cap, towel, goggles (optional) 10:30am for fun and games
06/12/18	Move and Groove Incursion	Running shoes, fun begins at 10:30am
07/12/18	Movie Marathon Mania	Come dressed in comfy clothes to enjoy some rest, relaxation and movies (popcorn as well) bring in a pillow 😊
10/12/18	Professor Jelly Bean	Show starts at 10:30am
11/12/18	Swimming	Swimmers, Rash Vest, swimming cap, towel, goggles (optional) 10:30am for fun and games
12/12/18	Colour Run	Running shoes, white shirt that can be coloured, the fun begins at 10:30am
13/12/18	Outdoor Challenge Day	Some of our favourite team and individual sports on offer 😊
14/12/18	Swimming	Swimmers, Rash Vest, swimming cap, towel, goggles (optional) 10:30am for fun and games
17/12/18	Indoor Sports challenges MPC	Running shoes, fun begins at 10:30am
18/12/18	Swimming	Swimmers, Rash Vest, swimming cap, towel, goggles (optional) 10:30am for fun and games
19/12/18	Tennis with Mr John	Closed in shoes the fun kicks off at 10:30am
20/12/18	Christmas Cooking Day	Some of our favourite recipes will be made today join in the fun from 10:30am 😊
21/12/18	DISCO DAY with Talent Show	Wear your dancing shoes, bring your favourite moves, sing and dance along to the grooves. There will be a talent show too!

## BOOKING AND PERMISSION FORM

Please complete form and return to A.B. Paterson College Early Childhood Centre  
Please indicate which days you would like to make a booking, and for how many children.

					<b>FRIDAY</b> 30 November	
					YES <input type="checkbox"/>	
<b>MONDAY</b> 03 December	<b>TUESDAY</b> 04 December	<b>WEDNESDAY</b> 05 December	<b>THURSDAY</b> 05 December	<b>FRIDAY</b> 07 December		
YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>		
<b>MONDAY</b> 10 December	<b>TUESDAY</b> 11 December	<b>WEDNESDAY</b> 12 December	<b>THURSDAY</b> 13 December	<b>FRIDAY</b> 14 December		
YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>		
<b>MONDAY</b> 17 December	<b>TUESDAY</b> 18 December	<b>WEDNESDAY</b> 19 December	<b>THURSDAY</b> 20 December	<b>FRIDAY</b> 21 December		
YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>	YES <input type="checkbox"/>		

I, \_\_\_\_\_ give permission for my child/children \_\_\_\_\_ to attend A.B. Paterson College Vacation Care on the days selected above. I understand Vacation Care activities may occur in varying locations across A.B. Paterson College grounds, and I give permission for my child/ren to attend.

I have read and understand the booking procedures outlined above; I understand **3 business' days** (written notice to [oshc@abpat.qld.edu.au](mailto:oshc@abpat.qld.edu.au)) is required to cancel any bookings or fees and incursion costs will be applied. I understand that my Term 4 (2017) and Term 1 (2018), Term 2 (2018), Term 3 (2018) and Term 4 (2018) Outside School Hours Care account must be paid in full before my child/ren can attend Vacation Care. I understand I must provide an updated Emergency Contacts Form at the time of booking and before my child is able to attend Vacation Care.

I am aware A.B. Paterson College Outside School Hours Care and Vacation Care is a **nut free** environment and I will **not** include any food items in my child's lunch that contain nuts or traces of nuts. I am aware A.B. Paterson College Outside School Hours Care and Vacation Care is an **egg free** environment and I will **not** include any food items in my child's lunch that contain eggs or traces of eggs. I am aware surcharges are an additional charge on top of the daily fee, and will be added to my account.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ENROLMENT CONTRACT AND EMERGENCY DETAILS 2018

### **CHILD'S DETAILS**

Child's Name : \_\_\_\_\_

Date of Birth : \_\_\_\_\_

Birth Cert Provided to Service : YES NO

### **FAMILY DETAILS**

Guardian 1 : \_\_\_\_\_

Address : \_\_\_\_\_

Home Phone : \_\_\_\_\_ Work: \_\_\_\_\_

Mobile : \_\_\_\_\_

Email Address : \_\_\_\_\_

Guardian 2 : \_\_\_\_\_

Address : \_\_\_\_\_

Home Phone : \_\_\_\_\_ Work: \_\_\_\_\_

Mobile : \_\_\_\_\_

Email Address : \_\_\_\_\_

### **COLLECTION AND RESTRICTION DETAILS** *(please provide copies of photo I.D of all authorised.)*

Authorised to Collect

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Unable to Collect *(please supply any copies of parenting orders etc.)*

\_\_\_\_\_  
\_\_\_\_\_

**EMERGENCY DETAILS** (In the event you are unable to be contacted, please advise whom you authorised A.B. Paterson College Early Childhood Centre to contact)

NAME	RELATIONSHIP	DAYTIME CONTACT
_____	_____	_____
_____	_____	_____
_____	_____	_____

## ENROLMENT CONTRACT AND EMERGENCY DETAILS 2018

**NOMINATED SUPERVISOR ACKNOWLEDGEMENT OF;**

**BIRTH CERTIFICATE PROVIDED :** \_\_\_\_\_

**RETURNED (COMPLETED) FORM:** \_\_\_\_\_

**DATE** : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_