

# OCTOBER HOLIDAY CARE

## 2<sup>nd</sup> to 12<sup>th</sup> October 2018

FULL FEES: Daily \$58

Incursion/Excursion Days \$65  
(less your Child Care Subsidy)

Times: Drop off from 7:15am and pickup by 6:15pm

Children are required to bring a piece of fruit, nutritiously packed recess and lunch and drinks. Breakfast (until 8.30am) and afternoon snack is provided. Please wear comfortable walking shoes every day – no thongs. **SUN SAFE POLICY: children must wear clothes with sleeves and wear a brimmed sunhat (no baseball caps).**  
☺ Arts and crafts, sports, cooking, games, dress ups, construction materials and free play available each day ☺

Monday, 1 <sup>st</sup> October	Tuesday, 2 <sup>nd</sup> October	Wednesday, 3 <sup>rd</sup> October	Thursday, 4 <sup>th</sup> October	Friday, 5 <sup>th</sup> October
<p>CLOSED</p> <p>LABOUR DAY PUBLIC HOLIDAY</p>	<p>'Arcade multi game'</p> <p><b>Be a Spy For The Day</b></p> <p>A crime has happened! Gather evidence, become a detective and solve the mystery </p> <p>Lots of spy games, codes and challenges, target practice</p>	<p>'Arcade multi game'</p> <p><b>Something is missing!! Can we find the clues and solve the puzzle?</b></p> <p></p> <p><b>Photo Booth</b></p> <p>Dress up as a spy, have a mug shot taken and make your own picture frame </p>	<p>'Arcade multi game'</p> <p><b>INCURSION</b></p> <p><b>PUMPT comes to us! 10am-3pm</b></p> <p>Ramps and half pipes are provided to practice and extend your skills </p> <p><b>WHEELS DAY</b></p> <p>Bring your bike, scooter, skateboard, blades or use our scooter boards and billycarts. Bring your helmet and wear closed in shoes </p> <p><b>Fingerprint Discovery</b></p>	<p>'Arcade multi game'</p> <p><b>EXCURSION STURT GORGE</b></p> <p>Please wear old clothes &amp; shoes. Pack a change of clothes, socks, shoes and a hand towel. </p> <p>Depart school 9:45am Back at school 12:45pm <b>All children must arrive before 9.15am</b></p> <p><b>Electronics Day</b></p> <p>Bring your electronic device Please only bring one electronic device and make sure your name is on it. <b>G and PG games only</b></p>
Monday, 8 <sup>th</sup> October	Tuesday, 9 <sup>th</sup> October	Wednesday, 10 <sup>th</sup> October	Thursday, 11 <sup>th</sup> October	Friday, 12 <sup>th</sup> October
<p>'Soccer table'</p> <p><b>EXCURSION</b></p> <p><b>Monday Monarto Extravaganza</b></p> <p></p> <p>Depart school 8:45am Back at school 3:15pm</p> <p><b>All children must arrive before 8:15am</b></p> <p> Bring your packed recess, lunch &amp; drinks</p> <p>Discover the amazing animal kingdom</p>	<p>'Soccer table'</p> <p><b>INCURSION</b></p> <p><b>Street sup 9am - 12pm</b></p> <p>Please wear closed in shoes today </p> <p><b>OSHC QUIZ</b></p> <p>Fun trivia and games, challenge your skills and knowledge and work together as a team</p>	<p>'Soccer table'</p> <p><b>Little big shots film festival</b></p> <p>Short films from around the world, created by children for children</p> <p>Transform our room into a cinema popcorn and fruit box for movie sessions </p> <p><b>WHEELS DAY</b></p> <p>Bring your bike, scooter, skateboard, blades or use our scooter boards and billycarts. </p> <p><b>Bring your helmet and wear closed in shoes</b></p>	<p>'Soccer table'</p> <p><b>NATURE PLAY DAY</b></p> <p>Get muddy, let's do some gardening, construct and create a wonderful nature play space for OSHC </p> <p><b>Wear old clothes and closed in shoes today.</b></p> <p>Become a producer, director and actor and make your own movie</p>	<p>'Soccer table'</p> <p><b>SPORTS CLINIC</b></p> <p><b>Come and try Calisthenics, Hockey and Soccer</b></p> <p> Run and play outside, learn new skills and then</p> <p><b>CHILL OUT</b></p> <p>with movies and ice cream</p> <p>Plasticine dioramas</p>

# THINGS YOU NEED TO KNOW!

It is very important that you read all of the information in this package and complete all forms.

**VENUE** Flagstaff Hill R-7 School, 145 Black Road, Flagstaff Hill 5159  
OSHC room is located adjacent to the COLA/activity hall.

**CONTACT DETAILS** Telephone: 8358 6666 Fax: 8370 5748  
Email: [flagstaff.oshc49@schools.sa.edu.au](mailto:flagstaff.oshc49@schools.sa.edu.au)

**OPEN TIMES** **DROP OFF FROM 7:15 AM and PICK UP BY 6:15 PM.**  
**A late pick-up fee of \$10.00 for every 5 minute block will apply from 6:15 pm**

**FEE STRUCTURE:** **FULL FEES: DAILY \$58 INCURSION/EXCURSION DAYS: \$65**  
**(less your Government Child Care Subsidy)**

**HOLIDAY CARE ENROLMENT** Families using our service for the first time will need to complete and return to the service an additional form outlining emergency and medical details **BEFORE** care can be given (please contact our service). If you are already registered with OSHC for 2018 and need to update your existing emergency/medical details, please contact our service.

**GOVERNMENT CHILD CARE SUBSIDY** - Reduces the cost of childcare. Families can lodge a claim for Child Care Subsidy through their MYGOV account or call Centrelink on 13 6150. Families must provide our service with their customer reference numbers and dates of birth.

**BOOKINGS ARE ESSENTIAL, PLACES ARE LIMITED - BOOKINGS DUE 6:15PM ON FRIDAY, 21<sup>ST</sup> SEPTEMBER 2018.** Bookings will only be accepted on booking form. Completed booking form can be handed into OSHC, school front office or emailed to [flagstaff.oshc49@schools.sa.edu.au](mailto:flagstaff.oshc49@schools.sa.edu.au). Bookings will be accepted after this date subject to availability. No telephone bookings will be accepted until after holidays have started.

**CANCELLATIONS/ALLOWABLE ABSENCES:** Cancellations in writing will be accepted prior to 6:15pm on the second to last Friday of each school term. All cancellations received any time after 6:15pm on Friday, 21<sup>st</sup> September 2018 (whether existing or new bookings) will be charged in full as an allowable absence – Child Care Subsidy will apply to cancellations.

**FEE PAYMENT** – Accounts are emailed one week in arrears and PAYABLE 7 DAYS AFTER INVOICE.  
**Phone payments** using Visa or Mastercard to school finance officer on 8270 1744; **online** BPOINT via school's website ([www.flagstaff.sa.edu.au](http://www.flagstaff.sa.edu.au)); **Direct Debit** – BSB: 065 132 Account: 10319590 Name: Flagstaff Hill OSHC. **In person at school front office:** cash, EFTPOS, credit card, cheque; **OSHC room** – cash or cheque (no change available).

**FOOD and DRINK:** Please provide your child with a piece of fruit, nutritious recess, lunch, snacks and a drink bottle every day – we will provide the afternoon snack. No soft drink or energy drinks! Our service follows a **HEALTHY EATING POLICY** and we encourage families to provide lunch and snacks accordingly.

# BOOKINGS ARE DUE BY FRIDAY, 21<sup>ST</sup> SEPTEMBER 2018

**FOOD STORAGE:** We can refrigerate children's lunches. Excursion Days - please ensure that food is packed with a cooler block to avoid food perishing on warm days. Food from home will not be cooked/reheated for children.

**SUN SAFE POLICY:** All children are to bring a bucket hat or legionnaire hat (cords removed) (**NO BASEBALL CAPS OR VISORS ALLOWED**). To protect children from exposure to harmful UV rays, clothing is to be sun smart (NO EXPOSED SHOULDERS). Parents will be contacted and asked to bring appropriate clothing if necessary. SPF50+ broad spectrum sunscreen will be available – children will apply before outdoor play. **If any health concerns, you are to supply your own sunscreen (to be kept in bag or labelled and kept in OSHC office).**

**PERSONAL PROPERTY:** The OSHC educators can take no responsibility for children's personal items from home. This may include computer games, toys, dolls, clothes, books, electronic equipment etc. Parents are advised that children bring these items at their own risk. Any personal belongings being used inappropriately will be confiscated and returned to the parent when the child is collected.

**ELECTRONIC EQUIPMENT/MOBILE PHONE POLICY:** Children are **NOT** to bring mobile phones, ipads, ipods, tablets etc to OSHC. Messages between parents and children are relayed via staff at the service. If this is not observed the equipment will be put away for safe keeping by staff and returned to parents upon departure that day. **THE EXCEPTION TO THIS IS FRIDAY, 5<sup>TH</sup> OCTOBER 2018 WHEN CHILDREN ARE INVITED TO BRING IN ONE ELECTRONIC DEVICE FOR THAT DAY.**

**BEHAVIOUR:** If a child's behaviour is unacceptable, dangerous or disrespectful, is impacting on the staff or children and they are not responding satisfactorily to measures implemented by staff, a parent or emergency contact will be contacted and required to collect them from the service. The Director reserves the right to suspend a child's access to OSHC/Holiday Care or to particular activities or excursions if their behaviour is a concern to us. We ask for your full support in this.

**BROKEN EQUIPMENT** An account will be issued to parents for any equipment damaged by wilful abuse by their children.

**MEDICAL INFORMATION:** Should you require your children to be administered with any medications, it is mandatory that you provide a completed MEDICATION PLAN (form can be collected from OSHC) and signed by your medical practitioner. All medication (both prescribed or over the counter) must be supplied in the original container with the pharmacy label and child's name and dosage clearly marked on the container. **No medication will be administered without the correct documentation.**

**EXCURSIONS: CHILDREN ARE TO ARRIVE NO LATER THAN 45 MINUTES PRIOR TO DEPARTURE** to allow organisation, discussions on safety issues, behaviour expectations, child groupings and question time. Please provide special snacks and extra drinks, particularly on hot days. Children need to wear sensible shoes for walking. **No spending money allowed.** All excursion transport is on luxury air-conditioned and seat belted Flagstaff Coaches. Staff ratios on excursions are risk assessed. No in-house care will be provided on excursion days.

# OCTOBER HOLIDAY CARE

2<sup>nd</sup> to 12<sup>th</sup> October 2018

Drop off from 7:15am and pickup by 6:15pm

Full Fees: Daily \$58 (Child Care Subsidy funding will reduce your fees)  
Incursion/Excursion Days \$65

**HOLIDAY CARE ENROLMENT** Families using our service for the first time will need to complete and return to the service an additional form outlining emergency and medical details **BEFORE** care can be provided (please contact our service). If you are already registered with OSHC for 2018 and need to update your existing emergency/medical details, please contact our service.

Please indicate approx. times of attendance: Arrival: \_\_\_\_\_am Pick-up: \_\_\_\_\_pm

**CHILD 1:** FIRST NAME \_\_\_\_\_ SURNAME \_\_\_\_\_

Please tick required days	MON	TUES	WED	THURS	FRI
WEEK 1 02/10/18 to 05/10/18	CLOSED PUBLIC HOLIDAY			Incursion	Excursion
WEEK 2 08/10/18 to 12/10/18	Excursion	Incursion			

**CHILD 2:** FIRST NAME \_\_\_\_\_ SURNAME \_\_\_\_\_

Please tick required days	MON	TUES	WED	THURS	FRI
WEEK 1 02/10/18 to 05/10/18	CLOSED PUBLIC HOLIDAY			Incursion	Excursion
WEEK 2 08/10/18 to 12/10/18	Excursion	Incursion			

**CHILD CARE SUBSIDY:** I am claiming CHILD CARE SUBSIDY (includes Flagstaff Hill OSHC and other approved childcare services) for this many children: \_\_\_\_\_

**The reverse of this form MUST BE COMPLETED**

**\*\* PLEASE READ IMPORTANT PARENT INFORMATION \*\***

Received by OSHC:- Date: / /2018 Time: am/pm

## FLAGSTAFF HILL HOLIDAY CARE – 2<sup>nd</sup> to 12<sup>th</sup> October 2018

### **IMPORTANT – Please read & SIGN WRITTEN AGREEMENT**

**Written Agreement** between Flagstaff Hill R-7 School OSHC and enrolling parent/guardian

**Please confirm acceptance of your booking, session times and information below so that our service can receive Child Care Subsidy funding on your behalf to reduce your fees.**

- |  |     |    |
|--|-----|----|
| ◆ I agree that I am liable to pay all required fees for my child's booked care. All fees are legally recoverable and costs associated with outstanding account fee collection will be incurred by the enrolling parent/guardian. | YES | NO |
| ◆ I am aware that a late collection fee of \$10 per 5 minute block will be charged for each child not collected from the service by closing time (6:15pm).   | YES | NO |
| ◆ I understand that I am responsible for costs associated with medical care, ambulance and hospital costs.   | YES | NO |
| ◆ I am aware of the program of planned activities and that while staff will make every effort to ensure my child's safety, they participate at their own risk.   | YES | NO |
| ◆ I give permission for my child/ren to participate in supervised local walks outside the school.  | YES | NO |
| ◆ I give permission for my child/ren to watch PG movies  | YES | NO |
| ◆ I consent to photographs being taken of my child as part of the program and to be displayed around the OSHC room, on display boards and in OSHC newsletters.   | YES | NO |
| ◆ I understand that children are required to wear safety helmets and closed in shoes for WHEELS activities.  | YES | NO |
| ◆ I am aware that any days of the program are subject to change, depending on extreme weather conditions, unavailability of performers, transport problems or staffing issues.   | YES | NO |
| ◆ I have read 'Things You Need to Know' information on back of program sheet   | YES | NO |

#### CANCELLATION POLICY – HOLIDAY CARE

#### **NO CANCELLATIONS AFTER FRIDAY, 21<sup>st</sup> SEPTEMBER 2018**

Cancellations in writing will be accepted prior to 6:15pm on the second to last Friday of each school term. All cancellations received any time after 6:15pm on Friday, 21<sup>st</sup> September 2018 (whether existing or new bookings) will be charged in full as an allowable absence – Child Care Subsidy payments will apply to cancellations.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I give **CONSENT** to the following:- (please sign)

Friday, 5<sup>th</sup> October 2018 – Sturt Gorge Walk  
Depart school 9:45am Return to school 12:45pm

**Parent Signature:** \_\_\_\_\_

Monday, 8<sup>th</sup> October 2018 Excursion to Monarto Zoo (transport Flagstaff Coaches)  
Depart school 8:45am Return to school 3:15pm

**Parent Signature:** \_\_\_\_\_