

# Engadine Uniting OSHC

## September/October Vacation Care

2 Chipilly Avenue Engadine

<b>MONDAY</b> 28 <sup>th</sup> Sept	<b>TUESDAY</b> 29 <sup>th</sup> Sept	<b>WEDNESDAY</b> 30 <sup>th</sup> Sept	<b>THURSDAY</b> 1 <sup>st</sup> Oct	<b>FRIDAY</b> 2 <sup>nd</sup> Oct
				
<p><b>Burgers for lunch!</b> We're going to be making yummy burgers for lunch today!</p>	<p><b>Sport day!</b> Get your joggers ready, we're going to the school to learn some different sport skills!</p> <p><u>Excursion</u></p>	<p><b>Art day!</b> We're going to have a day of art and craft today! Please remember to wear cloths you don't mind getting messy!</p>	<p><b>Safari day!</b> Its safari day today! Dress up as your favourite safari animal!</p>	<p><b>Frankfurt Friday!</b> We're having Frankfurt's for lunch today!</p>
<b>MONDAY</b> 5 <sup>th</sup> Oct	<b>TUESDAY</b> 6 <sup>th</sup> Oct	<b>WEDNESDAY</b> 7 <sup>th</sup> Oct	<b>THURSDAY</b> 8 <sup>th</sup> Oct	<b>FRIDAY</b> 9 <sup>th</sup> Oct
				
<p><b>Public holiday centre closed</b></p>	<p><b>Geology day!</b> Get ready for a day of making crystals and digging up fossils.</p>	<p><b>Crazy sock day!</b> Wear crazy socks today and we're going to be making sock puppets!</p>	<p><b>Sensory toy making!</b> We're going to be making sensory toys to take home today!</p>	<p><b>Cupcake day!</b> We're going to decorate cupcakes today! Please bring a container so we can make some to take home!</p>

<p><b>Enquiries</b> For all enquiries please contact educators on <a href="mailto:engadineoshc@uniting.org">engadineoshc@uniting.org</a> or <b>95482314</b></p>	<p><b>Hours:</b> Vacation care hours are 7am till 6pm. please be at the Centre at 9:30am on excursion days.</p>	<p><b>Cost:</b> Daily cost is \$58 per child and \$60 for late bookings. Extra costs apply for excursions, see program.</p>	<p><b>Meals:</b> No food is provided during vacation care. Please pack morning tea, lunch and afternoon tea.</p>	<p><b>What to bring:</b> Please remember to pack a full brimmed hat, water bottle, lunch box, a jumper. Enclosed shoes, covered shoulders.</p>	<p><b>Electronics</b> Children are <b>not</b> to bring their own electronics to vacation care.</p>
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## Things you need to know before coming to vacation care

**Parking-** There is parking for parents and families outside the church please do not park in the staff car park as staff finish and start their shifts at different times and are often parked in by parents and families.

**Sign in/out-** Children must be signed in and out of the centre each day by a parent or authorised person. Please bring your mobile phone your first day of the holidays to set up your new login pin on the iPad.

**Medication/allergies-** If your child requires medication or has special dietary requirements, please contact educators and complete the necessary medication forms in accordance with the Centre's policy. There is always an Educator with a First Aid qualification, including Asthma and Anaphylaxis qualifications, on duty at the centre and on excursions.

### **Bookings and fees**

**Late bookings:** (made after 11<sup>th</sup> September) will be charged at a higher rate of \$60 per day.  
**10 days' notice is required for cancellations of care.**

**Confirmation:** If you do not receive an invoice within 2 days please contact coordinator  
[engadineoshc@uniting.org](mailto:engadineoshc@uniting.org)

**Payments:** Our only payment method is via direct debit from a bank account or credit card. Please enter your details in via Kidsoft. Vacation care fees will be taken out on the 1<sup>st</sup> October and the 8<sup>th</sup> October for those weeks.

	<b>Fee</b>
<b>Vacation Care daily fee before 19th June</b>	\$58 per child
<b>Vacation Care daily fee after 19th June</b>	\$60 per child
<b>Late pickup (per 15 mins after 6pm)</b>	\$20.00

**If you are still owing money for July vacation care we cannot accept your booking.**

**Excursions:** All families are to sign the excursion form or the school (page 4) as we often walk across the road to have a play on the equipment and oval there.

# Booking sheet

Please tick days required below

Childs name:	1 <sup>st</sup> Child	2 <sup>nd</sup> Child	3 <sup>rd</sup> Child
Monday 28 <sup>th</sup> Sept			
Tuesday 29 <sup>th</sup> Sept			
Wednesday 30 <sup>th</sup> Sept			
Thursday 1 <sup>st</sup> Oct			
Friday 2 <sup>nd</sup> Oct			
Tuesday 6 <sup>th</sup> Oct			
Wednesday 7 <sup>th</sup> Oct			
Thursday 8 <sup>th</sup> Oct			
Friday 9 <sup>th</sup> Oct			

*I understand that full fees are payable for cancellations made after 10 days*

**Parents name:**

**Parent's signature:**

**Date:**

Staff signature:

Date returned:

Confirmed:

**Added to list:**            **yes**            **no**

## Excursion Authorisation Form – Early Learning

Dear Parent/Guardian,

We are planning an excursion as part of the program.

Please sign this permission and return as soon as possible.

Date	September 2020	
Service name	Engadine Uniting OOSH care	
Excursion date	Regular outing	
Reason child to be taken outside premises	Excursion play in the school oval, playground and school Hall OR evacuation drills/evacuation	
Proposed activities	Use school equipment, oval and hall evacuation drills/evacuation Use hall equipment and play in hall and cola area.	
Excursion destination	Engadine Public school Address: 2 Waratah Rd, Engadine NSW 2233	
Description of excursion destination	Engadine Public school (across the road)	
Method of transport and route taken	Walking	
Time away from premises	Time leaving	Time returning
	7am	6pm
Cost	Child	Adult
	N/A	N/A
Number of educators attending	7	
Number of children attending	50	
Educator to child ratio	Educator	Child
	1	8
Number of staff/other adults attending	Sophie Fraser, Alyssa Simpson	
Name/s of staff with first aid certificate	Sophie Fraser, Alyssa Simpson	
Emergency contact number	0425 418 747	

A risk assessment has been prepared and is available at the service.

Children without a signed permission form will not be able to attend the excursion. Please discuss with staff the arrangements for your child if not attending the excursion.

Parents/Guardians and other adults participating in the excursion will be under the direct supervision of staff while assisting with the supervision and care of children.

Please ensure that we have updated emergency contacts and information about your child's health and fitness prior to the excursion.

I give permission for my child to attend the excursion.

I am able/unable to accompany my child and assist with supervision.

<b>Child name:</b>	
<b>Parent/Guardian name:</b>	
<b>Parent/Guardian signature:</b>	
<b>Date:</b>	

*If the excursion is a regular outing, the authorisation is to be obtained at least once every 12 months on enrolment and at the beginning of each subsequent year.*