



# Vacation Care Summer 2018/2019 Family Information Handout

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 Postal Address: PO Box 768, Toongabbie NSW 2146  
 Girraween Activity Centre: - 216 Targo Road, Girraween

## **LIKE US ON FACEBOOK** – ‘Activity Centres Incorporated’

- “Early Bird” Due date Friday 07<sup>th</sup> December 2018 – Return forms by this date to get the reduced daily rate!**
- All other forms must be returned by Friday 14<sup>th</sup> December 2018
- No cancellations will be accepted after Friday 14<sup>th</sup> December 2018 – for this holiday period.
- Please keep ‘Family Information Handout’ for your records.
- Forms **must** be returned with a \$50 deposit – per child.
- Each child **must** have a separate booking form.
- Policies are available on our website.

### **Fees**

- \$52.50 per child per day Early Bird Fee (fees vary depending on your CCB and CCR entitlements)
- \$70.00 per child per day fee (fees vary depending on your CCB and CCR entitlements) – charged for all booking forms returned after “Early Bird” cutoff date, 07<sup>th</sup> December 2018.
- \$100 late processing fee – Charged for all forms returned after the final cutoff date of Friday 14<sup>th</sup> December 2018.
- \$20.00 per family booking fee.
- \$10.00 non-notification fee – If you fail to notify the service that your child will be absent on any given day before 8:30am.
- \$ 5.00 Cancellation fee per child/day will apply if you cancel before the cutoff date of Friday 14<sup>th</sup> December 2018, NO cancellations will be taken after this date.

#### **Additional charges:**

- Hats - \$5.00 if your child does not have a hat they will be sold one.
- Lunch – \$2.50 if your child has no lunch they will be given a sandwich
- Water bottles for excursions – \$2.50 if your child does not have a refillable water bottle they will be given one.

### What to Pack/Wear

- ⇒ Hat – No Visors
- ⇒ Packed healthy recess and lunch – please include an ice brick to keep lunch fresh and a refillable drink bottle.
- ⇒ Closed in sturdy shoes, sturdy sandals with back strap **NO THONGS**
- ⇒ All t-shirts/tops dresses must cover shoulders. **NO SINGLET TOPS**
- ⇒ Change of clothing and a towel – while we have allocated water play days. We may do spontaneous water play if weather permits – so ensuring that you pack this every day means your child will be able to participate.

#### **Please Note: -**

- ⇒ We would prefer you leave toys and personal items at home. The service takes no responsibility for toys and items that are lost, broken or stolen.
- ⇒ Ensure all items are labeled with your child’s name.
- ⇒ Children are not to bring mobile phones to the centre.

### Electronic Games

- Children can bring along their electronic device to be played with during the allocated times only – when not being played children can lock games up and sign them into our register for safe keeping.
- All cameras must be covered at all times.
- **One** device per child is to be brought in.
- Games and Apps used need to be – rated G or PG only. Educators may not allow children to play games they deem as inappropriate.
- Please label all devices with names.
- We **WILL NOT** charge game consoles – they must come fully charged.
- Children are only permitted to play their own device.
- All devices must have internet capabilities shut off
- Anyone not following the rules will not be permitted to play.

### Health and Safety

- Fire drills are practiced randomly throughout the holidays. The evacuation plan is in place and located at the exit of each room.
- First aid kits are easily accessible and well stocked at all times.
- At all times we will have educators on the grounds and on excursions who hold a current first aid certificate, as well as asthma and anaphylaxis training.
- Parents will be contacted if their child becomes ill, injured or appears distressed.
- Parents will be informed if there are any infectious diseases in circulation.
- Sunscreen is available at the service and will be applied to the children when required – please go to our website or ask staff to view our sun protection policy.

### Your Child’s Lunch Box



- Please ensure you pack enough healthy food to last the day – We ask that you avoid packing junk food.
- Ideas for packing a healthy lunch can be found at: -
  - <http://www.healthykids.nsw.gov.au/parents-carers/healthy-eating-and-drinking/lunch-box-ideas.aspx>
  - <http://www.schoolatoz.nsw.edu.au/wellbeing/food/recipes>
  - <http://www.taste.com.au/recipes/collections/lunch+box+ideas>
- Please ensure children’s lunch is packed in a cooler lunch box, with a frozen brick to ensure that children’s food stays fresh all day. For more information on how to pack your child’s lunch to stay fresh please visit: -
  - <http://www.foodauthority.nsw.gov.au/consumers/life-events-and-food/kids/tips-for-lunch-boxes/>

### Behaviour

- All children are expected to follow our rules and educator instructions.
- Children who are unable to follow educator instructions or who are disrespectful to educators may have their place terminated.
- Parents are expected to set a good example to their children by treating the educators with respect. Complaints and grievances should be dealt with in an appropriate manner. Please refer to our Complaints and Grievances policy located at the service or on our website [www.activitycentres.com.au](http://www.activitycentres.com.au)





## Summer 2018/2019 PROGRAM

Please take the time to read carefully. This section details activities, events, excursions and incursions which are occurring at the centre for every day of the school holidays.

Day	Additional cost	What's Happening Important information you need to know!!!
Monday 17 <sup>th</sup> December 2018	N/A	<b><u>Before and After School Care</u></b>
Tuesday 18 <sup>th</sup> December 2018	N/A	<b><u>Before and After School Care</u></b>
Wednesday 19 <sup>th</sup> December 2018	N/A	<b><u>Before and After School Care</u></b>
Thursday 20 <sup>th</sup> December 2018	<p style="text-align: center;"><b>ADDITIONAL Cost: \$15.00</b></p> <p>Children will be split into two groups 1<sup>st</sup>: 10am – 12pm 2<sup>nd</sup>: 1:30pm – 3:30pm</p>	<p><b><u>Arts and Crafts Day</u></b> Today is all about getting into the holiday spirit and doing arts and crafts around the upcoming holiday season.</p> <p><b><u>Compulsory Incursion – Christmas Clay Creations</u></b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Thursday 20<sup>th</sup> December 2018 will be participating in the 'Christmas Clay Creations' incursion. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account on enrolment. The cost covers the hire cost of the hire of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement. This is a pre-paid incursion, meaning if your child is absent but booked in you will still be charged for the Incursion.</li> <li>- Kids love handling clay, whether they are rolling it out, poking it, squeezing it, hitting it, pressing in a stamp, or creating a sculpture, the possibilities are endless. Children will explore clay handling, and make a Christmas clay creation. They will be able to decorate their creation to take home as a keepsake.</li> </ul> 
Friday 21 <sup>st</sup> December 2018	<p style="text-align: center;"><b>ADDITIONAL Cost: \$15.00</b></p> <p>Starts: 10:00am and will run for approx. 2 hours. Please be on time so you don't miss out.</p>	<p><b><u>END OF YEAR PARTY DAY</u></b> Let's see the last day of 2018 off with a bang! Party games, face paint, and lots more fun!!! Water Play and Games!!! <b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen. <i>A water play risk assessment can be viewed at the service or on our website.</i></p> <p><b><u>Compulsory Incursion – Show: Benny O's Christmas Dilemma</u></b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Friday 21<sup>st</sup> December 2018 will be participating in the 'Benny O's Christmas Dilemma' incursion. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account on enrolment. The cost covers the hire cost of the hire of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement. This is a pre-paid incursion, meaning if your child is absent but booked in you will still be charged for the Incursion.</li> <li>- Get ready for a laughter filled show where Benny the Christmas Elf struggles to stay nice and keep his magic. Santa has given Benny Unlimited Christmas magic power; now what is he going to do with it? Will he end up on Santa's Naughty or Nice list? You'll have to wait and see.</li> <li>- Benny's sleight of hand, circus and a great story with huge amounts of audience participation into a creative, adventure filled, magical Show. We are celebrating the end of the year Vaudeville-style.</li> </ul> 
<p>The service is shut down over the Christmas – New Year period from 6:30pm Friday 21<sup>st</sup> December 2018. We Re-open for care 6:30am Monday 07 January 2019.</p>		
Monday 07 <sup>th</sup> January 2019	N/A	<p><b><u>Super Carnival Day and Water Play Day</u></b> Roll Up Roll Up, come one and all for our super carnival DAY! Carnival games, Water Games, carnival themed arts and crafts, face paint, coloured hair spray and lots more fun!!!</p> <p><b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen. <i>A water play risk assessment can be viewed at the service or on our website.</i></p>

## Summer 2018/2019 PROGRAM




Please take the time to read carefully. This section details activities, events, excursions and incursions which are occurring at the centre for every day of the school holidays.

Day	Additional cost	What's Happening Important information you need to know!!!
Tuesday 08 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost:</b> \$15.00</p> <p>Starts: 9:30am and will run for approx. 3.5 hours. Please be on time so you don't miss out.</p>	<div style="display: flex; align-items: flex-start;">  <div> <p><b>Compulsory Incursion – Mobile 9D Cinema</b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Tuesday 08<sup>th</sup> January 2019 will be participating in the Mobile 9D Cinema Incursion. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account. The cost covers the hire cost of the use of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- This is a pre-paid incursion, meaning if your child is absent fees will still apply.</li> <li>- Come and let your Imagination run wild as we step into a virtual reality. "9D Cinema is an Ultimate Virtual Reality Experience. Watch 3D films with synchronised Movement. Feel Wind in Your Hair or Rain on Your Face. Sense Snow Falling or Fog Rising. Buckle Up for the Ride of Your Life."</li> <li>- This activity will start at 9:30am and will run for approx. 3.5 hours. Please make sure your child is at the service on time so they don't miss out on this exciting incursion.</li> </ul> </div> </div>
Wednesday 09 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost:</b> \$15.00</p> <p>Starts: 10:00am Finishes: 2pm. Please be on time so you don't miss out.</p>	<div style="display: flex; align-items: flex-start;"> <div style="flex: 1;"> <p><b>Compulsory Incursion – Water Jumping Castle and Slip n Slide</b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Wednesday 09<sup>th</sup> January 2019 will be participating with the Water Jumping castle and Slip n Slide Incursion. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account on enrolment. The cost covers the hire cost of the use of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- This is a pre-paid incursion, meaning if your child is absent but booked in, fees will still apply.</li> <li>- Children will participate in 4 hours of water fun. We will have the water jumping castle and slip n slide at the service for water play fun!</li> </ul> <p><b>All Children Must have today:</b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen. <i>A water play risk assessment can be viewed at the service or on our website.</i></p> </div>  </div>
Thursday 10 <sup>th</sup> January 2019	N/A	<p><b>Pirate Adventure Day and Water Play Day</b></p> <p>Ahoy Me harties!! We will be having a Pirate day as we set sail in search of treasure and adventure! Today will be a day filled with Group Games, water play, treasure hunts, adventure and lots more!! Today we are going to get wet!!!</p> <p><b>All Children Must have today:</b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen.</p> <p>- <i>A water play risk assessment can be viewed at the service or on our website.</i></p>
Friday 11 <sup>th</sup> January 2019	N/A	<p><b>Around The World™ Theme Day</b></p> <p>Travel the world today as we explore cultures around the world! Come dressed up in your families' cultural dress – Cultural Music, crafts, games and cooking activities today.</p>
Monday 14 <sup>th</sup> January 2019	N/A	<p><b>Messy and Water Play Day</b></p> <p>WARNING! – Today we will be getting wet and messy – pack a towel and a change of clothing and don't wear any good clothing! Messy activities are the order of the day! Goop, goo, slime, messy craft, and lots of other messy activities! We will also engage in Water Games – Water group games, water fight, and water play!</p> <p><b>All Children Must have today:</b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen.</p> <p><i>A water play risk assessment can be viewed at the service or on our website.</i></p>
Tuesday 15 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost</b> \$15.00</p> <p>Starts: 9:00am Finish: 3:00pm. Please be on time so you don't miss out.</p>	<div style="display: flex; align-items: flex-start;"> <div style="flex: 1;"> <p><b>Compulsory Incursion: Pedal go carts</b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Tuesday 15<sup>th</sup> January 2019 will have the opportunity to participate in Pedal go carts. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account on enrolment. The cost covers the hire cost of the use of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- This is a pre-paid incursion, meaning if your child is absent but booked in, fees will still apply.</li> <li>- A Pedal go carts fun at the centre, with children taking turns to ride the pedal carts. We have hired all the equipment, for a fun day in! Please ensure you pack your <b>child's helmet</b> with their name on it!</li> </ul> </div>  </div>
Wednesday 16 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost</b> \$15.00</p> <p>Starts: 10:00am and will run till 4:00pm. Please be on time so you don't miss out.</p>	<div style="display: flex; align-items: flex-start;">  <div> <p><b>Compulsory Incursion – Gamerz – Mobile Theatre</b></p> <ul style="list-style-type: none"> <li>- All children booked into the service today will be participating in the 'Gamerz – Mobile Theatre' incursion. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account. The cost covers the equipment as well as the facilitators. Being compulsory you will be eligible to claim CCS entitlement. This is a pre-paid incursion, meaning if your child is absent you will still be charged for the Incursion.</li> <li>- Wii sports, just dance, Kinect adventures, surround sound, climate controlled mobile video game centre will come to the service for the day! Children will have the opportunity to play with and against peers.</li> </ul> <p>This activity will start at 10:00am and will run till 4pm. Please make sure your child is at the service on time so they don't miss out on this exciting incursion.</p> </div> </div>







# Summer 2018/2019 PROGRAM

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Day	Additional cost	What's Happening Important information you need to know!!!
Thursday 17 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost:</b> \$35.00</p> <p>Please be at the service by 8:30am</p> <p><u>DEPARTURE</u> – Times to be advised dependent on movie times. Aiming to leave approx. 9:00am</p> <p><u>RETURN TO SERVICE</u> – Times to be advised dependent on movie times. Aiming to return approx. 2:00pm</p> <p><u>Ratio</u> – 1 (educator) to 10 (children)</p>	<p><b><u>KINDY –YEAR 2: COMPULSORY EXCURSION: MOVIES READING CINEAMS Auburn</u></b> <b><u>NO KINDY 2019 TODAY!</u></b></p> <ul style="list-style-type: none"> <li>- The cost includes popcorn and a drink as well as movie admission and bus hire cost. This is a COMPULSORY excursion – all children who are in grades K-2 will be required to attend. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- Children will be watching either “Ralph breaks the internet”, “How to train your dragon 3” or “Mary Poppins Returns” – depending on session times.</li> <li>- Children will not be permitted to buy anything from the candy bar so please do not send children with any money. Children may bring snacks packed from home, no nuts please.</li> <li>- Children will be travelling to and from the venue by chartered bus, Baxters Bus Lines, the bus will be driven and insured by the hire company. Departure and arrival times will depend on movie times (which will be available one day prior and posted on Facebook and at the service), we are aiming for a morning movie session so we would leave the service at approx. 9:00am and be back at the centre by approx. 2:00pm, but these may change.</li> <li>- All children must be at the service by 8.30am to ensure that they do not miss out on the excursion and to ensure that they have been provided with an excursion shirt, have had their name marked off the roll, and to provide staff with time to finalise numbers and do final preparation for the excursion. Bus times will be advised closer to the date as they will greatly depend on the movie session times.</li> <li>- The educator to child ratio on this excursion is 1 – 10. This excursion is limited to a maximum of 60 children attending; a waiting list will operate if needed.</li> </ul> <p style="text-align: center;"></p> <p>A detailed risk assessment has been carried out for this excursion and is available at the service on request or can be viewed on our website.</p>
	N/A	<p><b><u>YEAR 3 – YEAR 6: In Centre Day – Great Games Day!</u></b></p> <p>Today we will be playing all sorts of games, Indoor and outdoor games, Small and large group games, water games. Team and individual games, Quiet and loud games. Please ensure your children have on sturdy shoes they can run in and clothing they can comfortably run around and play in</p> <p><b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen. <i>A water play risk assessment can be viewed at the service or on our website.</i></p>
Friday 18 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost</b> \$15.00</p> <p>Starts: 10:00am and will run for 2 hours.</p> <p>Please be on time so you don't miss out.</p>	<p><b><u>KINDY – YEAR 2: Compulsory Incursion – Food, Fibre + Fuel</u></b></p> <div style="display: flex; align-items: center;">  <ul style="list-style-type: none"> <li>- All children booked into the service on Friday 18<sup>th</sup> January 2019, will be participating in the Food, Fibre + Fuel. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account. The cost covers the equipment as well as the facilitators. Being compulsory you will be eligible to claim CCS entitlement. This is a pre-paid incursion, meaning if your child is absent you will still be charged for the Incursion.</li> </ul> </div> <ul style="list-style-type: none"> <li>- An educational and entertaining journey exploring the use of water conservation, crop and animal development to meet the needs of an ever changing global system. Damper cooking, physical bush games, and plant production.</li> <li>- This activity will start at 10:00am and will run for approx. 2 hours. Please make sure your child is at the service on time so they don't miss out on this exciting incursion.</li> </ul>
	<p><b>ADDITIONAL Cost</b> \$40.00</p> <p>Please be at the centre by 8:15am</p> <p><u>DEPARTURE</u> – 9:00am</p> <p><u>RETURN TO SERVICE</u> – 4:00pm (Approx. Traffic Permitting)</p> <p><u>Ratio</u> – 1 (educator) to 6 (children)</p>	<p><b><u>YEAR 3 – YEAR 6: Compulsory EXCURSION: Manly Surf 'n' Slide</u></b></p> <ul style="list-style-type: none"> <li>- The cost of the excursion includes venue entry and Bus hire</li> <li>- Manly Surf 'n' slide is a summer dream location for kids – nonstop, fast and furious fun! Fully supervised giant slides (into pools of water). Ride the twisted Cobra, dare the slippery python or slither in the blackened tube of the Insane Earthworm...you just won't want to leave.</li> <li>- We will sit and have lunch at Manly Cove, have a play on the sand and paddle our feet in the water (NO SWIMMING in the cove).</li> <li>- Children MUST be 110 cm tall to attend this Venue this height restriction is a venue rule.</li> <li>- Children MUST be competent swimmers to attend this Venue.</li> <li>- <b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen.</li> <li>- A risk assessment for this excursion venue can be viewed at the service or on our website.</li> <li>- For more info go to <a href="http://manlysurfnslide.com.au/#home">http://manlysurfnslide.com.au/#home</a></li> <li>- Children will have lunch overlooking Manly Cove.</li> <li>- Children will be travelling to and from the venue by chartered bus, Baxters Bus Lines; the bus will be driven and insured by the hire company.</li> <li>- We will leave the service at 9:00am and return to the service by approx. 4:00pm (traffic permitting).</li> <li>- All children must be at the centre by 8.15am to ensure that they do not miss out on the excursion and to ensure that they have been provided with an excursion shirt, have had their name marked off the roll, and to provide Educators with time to finalise numbers and do final preparation for the excursion. Please pack your child lunch, snacks and a refillable drink bottle, and a hat.</li> <li>- The educator to child ratio on this excursion is 1 – 6. This excursion is limited to a maximum of 54 children attending; a waiting list will operate if needed.</li> <li>- WET WEATHER PLAN – In wet weather we will go to Aquarium and wildlife world instead. We will notify morning of via Facebook if plans change.</li> </ul> <div style="text-align: right;">  </div>



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Day	Additional cost	What's Happening Important information you need to know!!!
Monday 21 <sup>st</sup> January 2019	<p style="text-align: center;"><b>ADDITIONAL Cost</b> \$15.00</p> <p>Starts: 10:30am runs for 2 ½ hours</p>	<p><b><u>Compulsory Incursion – Fun Sports Water Day</u></b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Monday 21<sup>st</sup> January 2019 will have the opportunity to participate in Fun Sports Water Day. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account on enrolment. The cost covers the hire cost of the use of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- This is a pre-paid incursion, meaning if your child is absent but booked in, fees will still apply.</li> <li>- The Children will Play, Laugh and Enjoy while participating in fun filled games &amp; activities, developing confidence, strength, coordination and balance. Your children will be participating in the 'Big Splash', water tag, slip n slide, Frisbee water games, and water dodge ball. This will be an activity run by 'fun sports' who are all about "everyone having fun, everyone playing, and everyone wins!"</li> <li>- This activity will start at 10:30am and will for 2 ½ hours. Please make sure your child is at the service on time so they don't miss out on this exciting incursion.</li> <li>- <b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen.</li> <li>- A water play risk assessment can be viewed at the service or on our website.</li> </ul> 
Tuesday 22 <sup>nd</sup> January 2019	<p style="text-align: center;"><b>ADDITIONAL Cost</b> \$40.00</p> <p>Please be at the centre by 8:30am <b>DEPARTURE</b> – 9:00am</p> <p><b>RETURN TO SERVICE</b> – 3:30pm (Approx. Traffic Permitting)</p> <p><b>Ratio</b> – 1 (educator) to 8 (children)</p>	<p><b><u>Kindy – Year 2: COMPULSORY EXCURSION – World Ju Jitsu Ninja Warriors - NO KINDY 2019 TODAY!</u></b></p> <ul style="list-style-type: none"> <li>- This is a COMPULSORY excursion for all children, in Kindy to Year 2, who attend on this day. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- Children will be travelling to and from the venue by chartered Coach, Baxters Bus Lines, it will be driven and insured by the hire company. The bus will leave at 9:00am (We will be unable to wait for late children). We will be back at the service by 3:30pm (Traffic Permitting).</li> <li>- Please make sure you are at the service by <b>8.30am</b> to ensure that they do not miss out on the excursion and to ensure adequate time for final preparation for the excursion.</li> <li>- The educator to child ratio on this excursion is 1 – 8. This excursion is limited to a maximum of 64 children attending; a waiting list will operate if needed. A detailed risk assessment has been carried out for this excursion and is available at the service on request or can be viewed on our website.</li> <li>- Lots of fun and laughter in this high-energy circuit, games and Ju Jitsu Ninja Warrior workshops. Team based ball games, circuit games, and Ju Jitsu Self defense. Children learn leadership, sportsmanship, teamwork and communication skills.</li> <li>- All attending Ninja Warriors will receive their own-signed Self Defence Certificate and medal for taking part.</li> </ul>  <p><b><u>YEAR 3 – YEAR 6: Compulsory Incursion – Medieval Interactive Show</u></b></p> <ul style="list-style-type: none"> <li>- All children booked into the service on Tuesday 22<sup>nd</sup> January 2019 will have the opportunity to participate in Medieval Interactive Show. By signing your child into care on this day you are also booking them into the incursion.</li> <li>- The incursion costs an additional \$15.00, which will be added onto your account on enrolment. The cost covers the hire cost of the use of equipment as well as the facilitators and organisers. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- This is a pre-paid incursion, meaning if your child is absent but booked in, fees will still apply.</li> <li>- Children will learn about medieval times, find out how medicines were used and will have the opportunity to try on a shield, Helmet or lift a sword (props). This incursion will bring the middle ages to life.</li> <li>- This activity will start at 10:00am and will run for approx. 2 hours. Please make sure your child is at the service on time so they don't miss out on this exciting incursion.</li> </ul> 
Wednesday 23 <sup>rd</sup> January 2019	<p style="text-align: center;">N/A</p> <hr style="border-top: 1px dashed black;"/> <p style="text-align: center;"><b>ADDITIONAL Cost:</b> \$35.00</p> <p>Please be at the service by 8:30am <b>DEPARTURE</b> – Times to be advised dependent on movie times. Aiming to leave approx. 9:00am</p>	<p><b><u>Kindy - YEAR 2: In Centre Day – Great Games Day!</u></b></p> <p>Today we will be playing all sorts of games, Indoor and outdoor games, Small and large group games, water games. Team and individual games, Quiet and loud games. Please ensure your children have on sturdy shoes they can run in and clothing they can comfortably run around and play in</p> <p><b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen. <i>A water play risk assessment can be viewed at the service or on our website.</i></p> <hr style="border-top: 1px dashed black;"/> <p><b><u>YEAR 3 –YEAR 6: COMPULSORY EXCURSION: MOVIES READING CINEAMS Auburn</u></b></p> <ul style="list-style-type: none"> <li>- The cost includes popcorn and a drink as well as movie admission and bus hire cost. This is a COMPULSORY excursion – all children who are in grades 3-6 will be required to attend. As it is compulsory you will be eligible to claim this on your CCS entitlement.</li> <li>- Children will be watching either "Ralph breaks the internet", "How to train your dragon 3" or "Mary Poppins Returns" – depending on session times.</li> <li>- Children will not be permitted to buy anything from the candy bar so please do not send children with any money. Children may bring snacks packed from home, no nuts please.</li> <li>- Children will be travelling to and from the venue by chartered bus, Baxters Bus Lines, the bus will be driven and insured by the hire company. Departure and</li> </ul> 

## Summer 2018/2019 PROGRAM

Please take the time to read carefully. This section details activities, events, excursions and incursions which are occurring at the centre for every day of the school holidays.

Day	Additional cost	What's Happening Important information you need to know!!!
Wednesday 23rd January 2019 CONT...	<p><u>RETURN TO SERVICE</u> – Times to be advised dependent on movie times. Aiming to return approx. 2:00pm</p> <p><u>Ratio</u> – 1 (educator) to 10 (children)</p>	<p>arrival times will depend on movie times (which will be available one day prior and posted on Facebook and at the service), we are aiming for a morning movie session so we would leave the service at approx. 9:00am and be back at the centre by approx. 2:00pm, but these may change.</p> <ul style="list-style-type: none"> <li>- All children must be at the service by 8.30am to ensure that they do not miss out on the excursion and to ensure that they have been provided with an excursion shirt, have had their name marked off the roll, and to provide staff with time to finalise numbers and do final preparation for the excursion. Bus times will be advised closer to the date as they will greatly depend on the movie session times.</li> <li>- The educator to child ratio on this excursion is 1 – 10. This excursion is limited to a maximum of 60 children attending; a waiting list will operate if needed.</li> <li>- A detailed risk assessment has been carried out for this excursion and is available at the service on request or can be viewed on our website.</li> </ul>
Thursday 24 <sup>th</sup> January 2019	N/A	<p><b>Movie Marathon Day – Dress Up day!</b></p> <p>A day of relaxing with movies, popcorn and ice blocks for all! Movies will be rated 'G' or 'PG' and educators will not allow some 'PG' rated movies to be watched if we feel they are inappropriate for all children in our care to view. Movie themed arts and crafts, games and fun!</p> <p>Come dressed as your favourite movie character and join in the fancy dress parade, fun and games!</p>
Friday 25 <sup>th</sup> January 2019	<p><b>ADDITIONAL Cost:</b> \$15.00</p>	<p><b>Waltzing Matilda – Australia Day Celebrations &amp; Colour Run</b></p> <p>We are Celebrating everything Australian today with our annual Australia Day Party! Arts, crafts and activities will all have an Australian flair to them. As well as an Australian Movie Marathon! Hot Dog Lunch with your choice of beef, chicken or vegetarian Frankfurt – INCLUDES drink, ice block and popcorn.</p> <p><u>WATER PLAY</u> – it wouldn't be Australia day if you are not by the water!</p> <p>Water games and activities!</p> <p><u>Colour Run</u> – today we will have a colour run at the centre – all children will be provided with a white shirt. Please make sure children wear clothing and shoes that they can get dirty.</p> <p><b><u>All Children Must have today:</u></b> - a change of clothing, a towel, sun shirt or t-shirt (for covering their shoulders while engaging in water play), as well as shoes that can get wet (no thongs), costume, hat and sunscreen.</p> <p style="text-align: center;"><i>A water play and colour run risk assessment can be viewed at the service or on our website.</i></p> <div style="text-align: right;">  </div>
Monday 28 <sup>th</sup> January 2019	N/A	<div style="display: flex; justify-content: space-around; align-items: center;">  <div style="text-align: center;"> <p><b><u>Public Holiday Observance</u></b></p> <p><b><u>Service Closed.</u></b></p> </div> </div>
Tuesday 29 <sup>th</sup> January 2019	N/A	We are open all day today for Children who have a Pupil Free Day and Kindy 2019 at our Girraween Activity Centre. Please check with your child's school to ensure that you are aware of when your child returns to school.
Wednesday 30 <sup>th</sup> January 2019	N/A	We are open all day today for Children who have a Pupil Free Day and Kindy 2019 at our Girraween Activity Centre. Please check with your child's school to ensure that you are aware of when your child returns to school. <b>Back to school:</b> Today is the 1 <sup>st</sup> day of school for children who attend Beresford Road, Toongabbie West and Children who attend Girraween Public School. (B&A Services open as normal).
Thursday 31 <sup>st</sup> February 2019	N/A	We are open for Before and After school care Years 1 – 6 all services. Open for all day care for Kindy 2019 at Girraween Activity Centre, for any of our Kindy children (regardless of school they will be attending).
Friday 01 <sup>st</sup> February 2019	N/A	Before and after school Care K – Year 6 all services Open for all day care for Kindy 2019 at Girraween Activity Centre, for any of our Kindy children (regardless of school they will be attending).

### **Regular Excursions: -**

Please note as part of our program delivery we may take regular excursions throughout the holiday period in and around our local community.

- Children will leave the school grounds and walk to Keene park/CV Kelly Park play games and play on the equipment, Toongabbie shops (Portico Plaza) to watch stage shows put on by the plaza, Greystanes creek and other areas throughout the local community to play in and around the local area and engage with the local environment and community as part of our programmed and free play activities, they will take place randomly throughout the holidays and can take place on any day at child request and as well as planned activities.
- A ratio of 1:8 will be maintained when we leave the service, with a maximum of 24 children and 3 educators at any given time.
- These regular outings will allow my child to be connected with the community and the local environment. Allow opportunities for children to learn about their local area through intentional programmed experiences or spontaneous opportunities that arise during our walks.

**Risk assessment for this ongoing excursion can be viewed at our website or at the service.**



## Copy of VACATION CARE CONDITIONS OF BOOKING.

### Bookings and Fees

- ⇒ I will complete a separate booking form for each child.
- ⇒ I will incur a \$20.00 booking fee per family.
- ⇒ I should only book for the days needed, booked days must be paid for even if my child is absent.
- ⇒ To Lock in the Early Bird special rate I need to return my forms by Friday 07<sup>th</sup> December 2018
- ⇒ Forms returned after this date will be charged at a daily rate of \$70 a day. Final day to have forms back is Friday 14<sup>th</sup> December 2018.
- ⇒ Once I have handed in my child's booking form for this vacation care period, cancellations will only be considered if I inform the service in writing before the cut-off date of Friday 14<sup>th</sup> December 2018. Cancellations to booked days, received before this cut-off date, will incur a cancellation fee of \$5.00 per day.
- ⇒ Cancellations will not be considered after the cut-off date of Friday 14<sup>th</sup> December 2018 due to planning and staffing reasons. Children not in attendance on a booked day will be marked as absent and normal daily fees will apply, no refunds will be provided.
- ⇒ The booking fee will still apply if cancellations are made.
- ⇒ I understand that any booking forms received after the cut-off date of Friday 14<sup>th</sup> December 2018 will be charged the current late processing fee, for vacation care. No cancellations will be considered for late forms.

### Arrival, Departure, and Absences

- ⇒ I must come into the service each morning and sign my child into care. The service cannot be held liable for any child not signed into care.
- ⇒ I must come into the service each afternoon before 6:30pm and sign my child out of care. A late fee of \$5.00 per minute applies after 6:30pm.
- ⇒ If my child is absent on a booked day, I must contact the service before 8:30am and inform educators of my child's absence. Failure to do so will incur a \$10.00 non-notification fee.
- ⇒ I will be charged for any absent days.

### Excursions and Incursions

- ⇒ All incursions are compulsory, unless otherwise stated in the 'Family information handout'.
- ⇒ It is my responsibility to read the details of the incursions, located in the family information handout, and ensure my child is at the service on time so they don't miss out on the incursion.
- ⇒ All incursion times are outlined in the Family information handout.
- ⇒ All excursions are compulsory, unless otherwise stated in the 'Family information handout'. If my child is booked in on an excursion day they must attend the excursion.
- ⇒ The permission slip must be signed for my child for all compulsory excursions – failure to do so means my child will not have care on this day.
- ⇒ It is my responsibility to read the details of the incursions and excursions and ensure that my child is at the service on time and with all the items needed for the day.
- ⇒ My child will travel to and from each excursion venue in a chartered bus; the bus will be driven and insured by the hire company.
- ⇒ Excursions are limited to the number of children that will fit on the chartered bus. My child may be placed on a waiting list if the maximum number of children has been reached.
- ⇒ I will pack enough healthy food for the day for my child. It will be packed in a cooler bag with an ice brick to keep it fresh.
- ⇒ I will pack a refillable drink bottle. If my child does not have one, we will supply one at a cost of \$2.50 which will be added to my account.
- ⇒ Children are not allowed spending money; enough food and drinks must be sent from home. Children will not be permitted to buy anything from any gift shops or canteens when on any excursions with the service. I understand this is due to safety and supervision reasons.
- ⇒ There is a 1 educator to 8 children ratio on all excursions (unless otherwise stated in the What's Happening section of the Family information handout, this will be based on the risk assessment done for the excursion).
- ⇒ It is my responsibility to ensure that my child arrives at the service on time for the excursion. The bus cannot wait for late children. All arrival and departure times are outlined in the Family information handout.
- ⇒ Refunds will not be provided for absent children for excursions requiring prepayment, once we have made final payment. Excursions and Incursions requiring prepayment will be indicated on the booking form and Family information handout.

### Food

- ⇒ For the protection of children at the service who have allergies, I understand that I should not pack foods for my child containing nuts – this includes Nutella, peanut oil and satay.
- ⇒ Children must have enough healthy food for the day, packed in a cooler bag with ice brick to keep it fresh. I will avoid sending Junk food.
- ⇒ Children who do not have lunch will be given a vegemite sandwich; \$2.50 will be charged to my account.

### General

- ⇒ While at the service my child may be photographed and appear in photo books, organisation videos, social media or our website. If I do not wish for this to occur then I need to inform the service in writing.
- ⇒ Children must be dressed appropriately for the weather conditions.
- ⇒ Children must have a hat, children without a hat will be given one at a cost of \$5.00 per hat, which will be charged to my account.
- ⇒ I have discussed the rules and conditions of electronic devices with my child (PSP, DS, iPad/Pods etc.) as outlined in the family information handout.
- ⇒ I have read and understood the booking form and family information handout for these holidays.
- ⇒ It is my responsibility to provide all medications for my child and complete the appropriate forms. As per regulation 95, medication must be supplied in the original container. Medication cannot be administered if there is not a completed medication form or it is not in its original container.
- ⇒ I must inform the service of any behavioural, medical or social issues my child may have to ensure the service is adequately staffed to cater for all the children in the service's care.
- ⇒ All children are expected to follow the service rules and staff instructions. I understand if my child fails to do so, a parent/guardian or (if they are unavailable) an authorised contact will be called to collect my child. We will need to work out a behaviour management plan prior to the child returning to the service.
- ⇒ I agree to abide by all Activity Centre INC, policies and procedures. These can be viewed on request at the service or from our website; [www.activitycentres.com.au](http://www.activitycentres.com.au)