

WHITES LANE, GLEN WAVERLEY 3150

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VACATION CARE PROGRAM

**September 2024**

Hours of Operation 7am – 6pm

BOOKING PERIOD INFORMATION

Priority booking will initially be open to permanent families.

School Community bookings will open the following week.

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| PERMANENT WHPS OSHC CHILDREN/FAMILIES |
| Monday 2nd September 2024  From 7am |

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| --- |
| WHEELERS HILL PRIMARY SCHOOL CHILDREN/FAMILIES |
| Monday 9th September 2024  From 7am |

**Closing date for bookings is Friday 13th September 2024 6pm. Bookings made after this date will only be taken if there are places available.**

**Please bring a Sunsmart Hats and drink bottles everyday**

**No hat no play outside**

### BOOKING PROCEDURES

* Completed booking forms are to be returned to the OSHC program in person or via email - [wheelershilloshc@gmail.com](mailto:wheelershilloshc@gmail.com). Please do not hand into the school office or classrooms as they will be returned to your child.
* We are unable to take phone bookings or booking forms sent via the classroom. This is to ensure we have booking forms in correct order of when they have arrived for waiting lists.
* Invoices will be sent/emailed out fortnightly in line with our regular invoices. Payments will be required by the end of that week.
* Bookings can be made during the program if vacancies exist.
* Once bookings are made, families are responsible for the fees regardless of attendance or cancellation prior to the program. The exception is if your child was away sick and a medical certificate for that day is provided and received in that week. (reference - Booking, Cancellation & Waiting List Policy 2018)
* All enrolments will be accepted under Department of Family & Community Services priority of places outlined. For more details, please see the co-ordinator.
* The service reserves the right to suspend a child who continually exhibits unacceptable behaviour as per our “Termination of Enrolment” Policy.

**Wheelers Hill Primary School Vacation Care Program offers a Quality Program for children to spend their holidays. Excursions and Activities are organised for each day by skilled and motivated Educators.**

**The Vacation Care Program is available to all children/families attending Wheelers Hill Primary School and Community Families**

WHAT DOES MY CHILD NEED TO BRING?

Children must bring a nutritious lunch, drinks and several snacks each day. (Unless program specifies) The children are very active during the program and develop healthy appetites. Some afternoon Snacks are available for purchase during Vacation Care days. Please see the menu in the OSHC room

All food needing reheating **MUST** be given to staff on arrival for appropriate refrigeration storage.

Children must wear appropriate clothing and footwear for activities.

**Vacation Care Program September 2024**

* The advertised program is flexible and may change due to unforeseen circumstances.
* Program places are limited based on staffing and activities
* The Vacation Care program will not be responsible for loss or damage of expensive toys brought to the program
* Parents/guardians must sign children IN and OUT of the program each day.
* If any other person is to collect a child, the parent must inform the Co-ordinator in writing or phone call.
* In the event of an emergency-preventing pick-up by 6pm, the Co-ordinator must be contacted on

0409 007 104. Penalty payments will apply.

Late fees of $1 per minute will be charged for all children at the program after 6pm. Program must be notified if you are aware that you will be late.

**Program Will Run in the School Gym**

**For the September 2024 Vacation Care Program, we will be running the program from the School Gym.**

**Please bring your children to the School Gym to sign in and out each day.**

**Grade 4 – 6 program**

**We will continue to provide a split program for grade 4 to grade 6 children who attend Vacation Care. For September 2024, this program will be running from the Music portable near the school gym. This split program will run between 8am and 5pm each day. These children will do the main activity for the day, but will have different activities that are more challenging and designed on their interests and feedback, and they will also be given more flexible routines to allow them to continue with activities over the whole day or several days.**

**You will still need to sign these children in and out of the School Gym each day.**

**Nude Food**

**We are looking at different ways to be more sustainable within our program and practices. We would like to start following Wheelers Hill Primary School’s Nude Food practices, so we are asking you if you could please provide lunches and snacks without disposable packaging. It will be a great way to become more ecofriendly and stay in line with the school’s practices of having Nude Food each day.**

**Vacation Care Program September/October 2024**

**WEEK 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Everyone** | **Monday 23rd September** | **Tuesday 24th September** | **Wednesday 25th September** | **Thursday 26th September** | **Friday 27th September** |
| Electronic Day | Retro Games | Pokemon | Esports | Grand Final Day Public Holiday  No Program Today |
| **$75** | **$85** | **$75** | **$85** |
| **Junior** | Electronic Games and Various Craft Activities | Felt Pac Man and Ghosts, Karate (incursion) | Pokemon Go Scavenger Hunt | Paper Plate Fifa Game, Oz Tag (incursion) |
| **Senior** | Electronic Games and Various Craft Activities | Pac Man Magnetic Board, Karate (incursion) | Hama Bead Pokemon Characters | Paper Origami Basketball Toy, Oz Tag (incursion) |

Children will be able to play on their electronics between the hours of 7am-9:30am and 4pm-6pm each day.

**WEEK 2**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Everyone** | **Monday 30th September** | **Tuesday 1st October** | **Wednesday 2nd October** | **Thursday 3rd October** | **Friday 4th**  **October** |
| Minecraft | Just Dance | Mario | Among Us and Sonic | Timezone |
| **$75** | **$85** | **$75** | **$85** | **$100** |
| **Junior** | Cardboard Minecraft Characters | Just Dance and Wii Sing, Street Dance (incursion) | Make Your Own Mario Kart | Among Us Figure Models, Laser Tag (incursion) | Timezone (excursion), Group Games and Free Play |
| **Senior** | Lego Minecraft World | Just Dance Competition, Street Dance (incursion) | Wind Up Mario Kart | Among Us Felt Characters, Laser tag (incursion) | Timezone (excursion), Group Games |

Children will be able to play on their electronics between the hours of 7am-9:30am and 4pm-6pm each day.

## **September/October 2024 Vacation Care** **Booking Form**

Name of Child Male/Female Date of Birth …………………………

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Name of Child Male/Female Date of Birth ……………………………

School Child/Children Attends

Are there any changes to your child’s medical, allergy or disability needs?

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Please provide an update medical management plan signed by a doctor for any changes.

Do We Have Your Permission to Assist Your Child in Applying Sunscreen to Exposed Areas?

🞏 Yes 🞏 No

**PLEASE NOTIFY CO-ORDINATOR IF YOUR CHILD HAS AN ALLERGY TO SUNSCREEN.**

**Do You Give Permission for Photos of Your Child or Children to be Used for the Following:**

Planning and Displays 🞏 Yes 🞏 No

Be put in the School Newsletter 🞏 Yes 🞏 No

**Child Care is Required for Parent** –

Work or Training Commitments 🞏 or Recreation Reasons 🞏

**PLEASE TICK THE DAYS YOU WISH TO BOOK.**

WEEK 1

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday 23rd Sep. | Tuesday 24th Sep. | Wednesday 25th Sep. | Thursday 26th Sep. | Friday 27th  Sep. |
| $75 | $85 | $75 | $85 |  |
|  |  |  |  |

WEEK 2

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday 30th  Sep. | Tuesday 1st Oct. | Wednesday 2nd Oct. | Thursday 3rd Oct. | Friday 4th Oct. |
| $75 | $85 | $75 | $85 | $100 |
|  |  |  |  |  |

EXCURSION PERMISSION SLIP

Excursion permission slips must be returned with booking for child to attend any excursions and to leave the premises to comply with legally binding regulations.

Our excursions enable children to experience and engage with the wider community (FSAC QA1 and QA6) as well as a change to their settings over the three-week period (FSAC QA3).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DATE** | **DESTINATION AND ADDRESS** | **TIMES** | **NUMBER OF CHILDREN** | **NUMBER OF EDUCATORS** | **EDUCATOR/CHILD RATIO** |
| **4/10/2024** | Timezone | 9:30am-12:30pm | 45-50 | 6-7 | 1:8 |
|  | 2 Brisbane Lane, Wantirna South 3152 |  |  |  |  |
|  | Travelling by bus with seatbelts |  |  |  |  |
|  | Playing various arcade games with their friends. |  |  |  |  |

**Risk Assessments are available and displayed on the OSHC notice board prior to the program.**

I (the undersigned parent/guardian of the below named child/ren) agree to allow the below named child/ren to participate in the WHPS Vacation Care program & authorise the staff to take the above named child/ren on excursions. I agree to indemnify & keep indemnified & to hold Wheelers Hill Primary School, it’s employees from & against all actions, costs, claims, whatsoever which the above named child/ren & I may have against them or any of them arising out of or in relation to the Vacation care Program, other than where negligence attaches to them.

In the event of illness or injury to my child whilst attending the Vacation Care Program, I authorise the Co-ordinator to consent, where the Co-ordinator is unable to contact me; to my child seeking such medical treatment as may be deemed necessary by a medical practitioner.

CHILD’S NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DATE \_\_\_\_\_\_\_\_\_

PARENT’S NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PARENT’S SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLEASE NOTE DUE TO TIME RESTRAINTS IF YOU HAVENT ARRIVED BY THE ABOVE TIMES. THE SERVICE WILL ASSUME YOU’RE NON-ATTENDANCE AND THE EXCURSION WILL LEAVE ON TIME. THANKYOU FOR YOUR UNDERSTANDING.