

FRIENDSHIPS  
*and* FUN!



27 JUNE - 8 JULY 2022

SCHOOL  
HOLIDAY  
PROGRAM

CHELSEA PRIMARY SCHOOL

SOUTHMOOR PRIMARY SCHOOL

PROGRAM HOURS 7.30AM - 6PM



CREATING  
*connections*

enrol at [kingston.vic.gov.au/schoolholidayprogram](http://kingston.vic.gov.au/schoolholidayprogram)

KEY DATES

Enrolments open:  
9am Friday 27 May 2022  
Enrolments close:  
5pm Friday 17 June 2022

## week one 7.30am - 6pm

### WARM WELCOME



**MONDAY 27 JUNE**

🏠 **IN-HOUSE - WARM WELCOME!**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

Let's kick off the School Holiday Program with a warm welcome to everyone! We'll ease into the program with some fun and breezy icebreaker games, then spend time creating Hama bead masterpieces! Then soothe your soul with some Orbeez magic.



**TUESDAY 28 JUNE**

🛠️ **WORKSHOP - COMMANDO KIDS**

**\$90.50 Full Fee / Fee after Max CCS\* \$17.45**

Attention! Are you a problem solving and challenge loving cadet? If so, today's incursion will be right up your alley! Do you have what it takes?



**WEDNESDAY 29 JUNE**

🚌 **EXCURSION - IMAX & MUSEUM**

**\$107 Full Fee / Fee after Max CCS\* \$20.60**

Calling all explorers! You are wanted at the Melbourne Museum. Who's with us? We wonder what marvellous things we'll discover...



**THURSDAY 30 JUNE**

🛠️ **IN-HOUSE - KICKBALL & KINETIC SAND**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

It's Leaders vs Kids! Do you think you can beat us in a game of kickball? Come along and find out - we will be waiting for you! If kickball is not your style, you can exercise your mind in a group trivia game or simply relax with some kinetic sand.



**FRIDAY 1 JULY**

🛠️ **WORKSHOP - DUCK CAMERON THE MAGICIAN**

**\$90.50 Full Fee / Fee after Max CCS\* \$17.45**

Did you know that a magician's assistant is hard to find? They're highly 'sawed' after! Maybe you could assist Duck in his spectacular magic production (don't worry - no saws are involved!) Then get creative making thread bracelets and participating in Lego challenges.

## week two 7.30am - 6pm

### FRIENDSHIPS & FUN!



**MONDAY 4 JULY**

🏠 **IN-HOUSE - SPLAT PAINTING**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

Let's SPLAT into the week with splat painting and a shaving cream treasure hunt! Feel like feeding your competitive side? Then join us in a soccer game or chess competition!



**TUESDAY 5 JULY**

🛠️ **WORKSHOP - CARDYTOONS**

**\$90.50 Full Fee / Fee after Max CCS\* \$17.45**

Brush up on your drawing skills and get ready to learn in our exciting cartooning workshop! Learning from a professional, you can put your new skills into action by creating your own comic strip.



**WEDNESDAY 6 JULY**

🚌 **EXCURSION - LIVE SHOW THE LISTIES & KINGSTON HEATH RESERVE**

**\$107 Full Fee / Fee after Max CCS\* \$20.60**

Lights! Camera. Action! Come journey with us through the world of art with Boffin Rich and Noob Matt - The Listies at Shirley Burke Theatre! Will they be in tune? Almost. In time? Not quite. In order? Definitely. But can they dance? Let's find out!



**THURSDAY 7 JULY**

🏠 **IN-HOUSE - CRAFT & BUBBLE MANIA**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

Get your craft on by making beautiful origami and clay creations! Then head outside and get physical with some friendly group games and 'Bubble Mania'.



**FRIDAY 8 JULY**

🛠️ **WORKSHOP - GRASS HEAD JARS**

**\$80 Full Fee / Fee after Max CCS\* \$15.40**

On our last day, get creative and make Grass Head Jars with Kylie, then celebrate by making beaded keychains! There will also be running races outside followed by an afternoon movie with popcorn.

## CHILD CARE SUBSIDY (CCS)

🏠 **IN-HOUSE**

Daily Total Fee **\$72**  
Fee after Max CCS\*  
**\$13.86**

\*Child Care Subsidy may apply

🛠️ **WORKSHOP**

Daily Total Fee **\$90.50**  
Fee after Max CCS\*  
**\$17.45**

\*Child Care Subsidy may apply

🚌 **EXCURSION**

Daily Total Fee **\$107**  
Fee after Max CCS\*  
**\$20.60**

\*Child Care Subsidy may apply

\*Please note this is an indication only of the maximum Child Care Subsidy (CCS) a family can be entitled to. The amount of CCS you can get depends on your circumstances and the hourly rate cap set by the Government. To find out if you are eligible, simply log into MyGov and complete your CCS Assessment.

## MORE INFORMATION:

[kingston.vic.gov.au/schoolholidayprogram](http://kingston.vic.gov.au/schoolholidayprogram)

## HOW TO BOOK

1. Choose the days for your child
2. Fill out **FORM A Application for Enrolment**
3. Fill out **FORM B Excursion Permission**
4. Fill out **FORM C Booking & Payment**

**PLEASE NOTE:** If you have a current 2022 enrolment with City of Kingston's before or after school care you only need to complete forms B and C.

download forms online!

## week one 7.30am - 6pm

### WARM WELCOME



**MONDAY 27 JUNE**

🏠 **IN-HOUSE - WARM WELCOME!**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

Our School Holiday Program kicks off with a day of art and games! First, leave your mark with our outdoor chalk drawing, then get to know each other with our icebreakers - including ZAP! In 10-pin bowling, it's usually three strikes and you're out! But in our game, it's a turkey! We end the day with sensory play as we create and enjoy cloud dough.

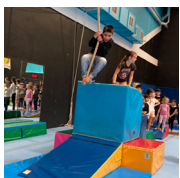


**TUESDAY 28 JUNE**

🛠️ **WORKSHOP - FUNFIT DANCE**

**\$90.50 Full Fee / Fee after Max CCS\* \$17.45**

It's time to get active! The Funfit Dance workshop is coming in to get us up on our feet! And while we're standing, join in our sports stations where we try soccer, football, and athletics. After all this exercise, it's essential to rest, so relax with us while we do our water painting and bubbles.



**WEDNESDAY 29 JUNE**

🚌 **EXCURSION - EASTERN GYMNASTICS**

**\$107 Full Fee / Fee after Max CCS\* \$20.60**

We hope you're as excited as we are for some acrobatic fun at Eastern Gymnastics! Here we'll learn some great new games and join in awesome activities! Then we'll go back to Chelsea in time for our hama bead creations, cellophane craft and pin prick pictures.



**THURSDAY 30 JUNE**

🛠️ **WORKSHOP - BRICK WORK**

**\$90.50 Full Fee / Fee after Max CCS\* \$17.45**

It's Lego games and incredible challenges with Supreme Incursions 'Brick Work'! Then we'll go back to the program for an afternoon of hama bead creations, cellophane craft and pin prick pictures.



**FRIDAY 1 JULY**

🏠 **IN-HOUSE - PYJAMA DAY**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

Let's celebrate 'creative ice cream flavours day' - and do it right! Come wearing your most comfortable and warmest pyjamas while we decorate and create your ice cream to enjoy with a movie! We'll paint our nails and burn off some extra energy with outdoor games, including Ultimate Tiggly!

## CHILD CARE SUBSIDY (CCS)

### 🏠 IN-HOUSE

Daily Total Fee **\$72**  
Fee after Max CCS\*  
**\$13.86**

\*Child Care Subsidy may apply

### 🛠️ WORKSHOP

Daily Total Fee **\$90.50**  
Fee after Max CCS\*  
**\$17.45**

\*Child Care Subsidy may apply

### 🚌 EXCURSION

Daily Total Fee **\$107**  
Fee after Max CCS\*  
**\$20.60**

\*Child Care Subsidy may apply

\* Please note this is an indication only of the maximum Child Care Subsidy (CCS) a family can be entitled to. The amount of CCS you can get depends on your circumstances and the hourly rate cap set by the Government. To find out if you are eligible, simply log into MyGov and complete your CCS Assessment.

## week two 7.30am - 6pm

### FRIENDSHIPS & FUN!



**MONDAY 4 JULY**

🏠 **IN-HOUSE - CELEBRATION DAY**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

On July 4, let's celebrate like it's no one's business by creating firework paintings and stories! It's not a party without some dancing, so let's move and groove to our 'Just Dance' challenge. Then top off a perfect day with some sensory tub play!



**TUESDAY 5 JULY**

🚌 **EXCURSION - MAGICAL CIRCUS SHOW & CARLTON GARDENS PLAYGROUND**

**\$107 Full Fee / Fee after Max CCS\* \$20.60**

Abracadabra! There's magic in the air... Get ready to be blown away by Chris Morant's Magical Circus Show! Afterwards, we will jump back on the bus, enjoy some time at the park and then spend the afternoon creating with loom bands and playing games of Uno!



**WEDNESDAY 6 JULY**

🛠️ **WORKSHOP - SPRAY PAINT T-SHIRTS**

**\$90.50 Full Fee / Fee after Max CCS\* \$17.45**

New shirt, new me! Come and reinvent yourself with a brand-new spray paint t-shirt that you can wear anywhere and everywhere! We'll work together at the arts and crafts table making pom-poms, then head outdoors for some exciting high powered air rockets. Lastly, we'll tackle the obstacle course at the playground - can you beat your previous best time?



**THURSDAY 7 JULY**

🛠️ **WORKSHOP - GRASS HEAD JARS**

**\$80 Full Fee / Fee after Max CCS\* \$15.40**

Inspired by World Chocolate Day, we are spending time in the kitchen making some delicious chocolate balls to enjoy! Then, join Kylie in making some great Grass Head Jars to take home! Finally, keep those creative juices flowing with musical statues and Lego games designed to challenge and excite all our young minds.



**FRIDAY 8 JULY**

🏠 **IN-HOUSE - TROPICAL DAY**

**\$72 Full Fee / Fee after Max CCS\* \$13.86**

It's cold outside, so let's pretend we are somewhere warmer on our tropical day! We'll imagine we're on the warm sands of Hawaii while we create some Lei's and hula dance to the sounds of the movie 'Lilo and Stitch'!

## MORE INFORMATION:

[kingston.vic.gov.au/schoolholidayprogram](http://kingston.vic.gov.au/schoolholidayprogram)

## HOW TO BOOK

1. Choose the days for your child
2. Fill out **FORM A Application for Enrolment**
3. Fill out **FORM B Excursion Permission**
4. Fill out **FORM C Booking & Payment**

**PLEASE NOTE:** If you have a current 2022 enrolment with City of Kingston's before or after school care you only need to complete forms B and C.

download forms online!

# IMPORTANT INFORMATION AND BOOKING DETAILS

## FEES

### In-house \$72

Workshop and Excursion fees are dependent on the weather and the activity booked for the day and will be advertised for each School Holiday period.

## HOW TO BOOK

### Enrolments open:

9am Friday 27 May 2022

### Enrolments close:

5pm Friday 17 June 2022

Submit your completed forms to the School Holiday Program Office via email

[schoolholidayprogram@kingston.vic.gov.au](mailto:schoolholidayprogram@kingston.vic.gov.au)

In-person bookings at participating schools will not be accepted. An enrolment and booking request does not confirm your child's place.

All bookings are confirmed through **email** from Kingston Council. A **\$5 per day** administration fee will apply to any bookings placed after

5pm 17 June 2022.

**Please note:** Child/children must attend the **first** and **last** day of care in order to receive CCS.

## CHILDREN REQUIRING ADDITIONAL SUPPORT

Council's programs aim to be inclusive, wherever reasonably practicable, of children with medical conditions, disabilities, challenging behaviours, and those who are at risk of abuse or neglect.

Prior to booking, phone the Kingston School Holiday Program team on 9581 4846 to discuss your specific circumstances and attendance options. Enrolment forms and supporting information for a child who requires support for inclusion in a program need to be submitted by **5pm Monday 6 June 2022** to allow time to apply for support funding.

## ABSENCES

If your child is sick or not attending a booked session, please call and notify the program supervisor before 8.30am. **A credit may be arranged for illness if a medical certificate is provided within five days.**

## IMPORTANT INFORMATION

- If attending an excursion, participation is compulsory.
- Children must be at the venue by **8.30am** on excursion days, to ensure they are accounted for, prepared and ready to go by the departure time.
- Please consider the suitability of the excursion for your child, such as their age and interests.
- Our programs operate from 7.30am - 6.00pm.

## WHAT TO BRING

- Hat, water bottle, **nut free** lunch, snacks (in line with anaphylaxis and healthy eating policies)
- Wear appropriate clothing and footwear (covered shoulders and closed shoes) for seasonal change and excursions. No thongs or open-toe shoes. No singlet tops. Children must wear a hat and sun-smart clothing to play outdoors. Please apply sunscreen before arrival, and we'll reapply during the day.



## MEDICATION / MEDICAL CONDITIONS

If your child has a medical condition, they cannot attend the program unless medication has been provided. Please provide all

necessary medications in their original packaging, clearly labelled with your child's name and use-by date. Speak to educators and complete necessary paperwork on arrival. Action plans and risk minimisation forms are to be completed and submitted with enrolment forms.

**Please note:** Children are unable to attend our venues without their medication, action plans and risk minimisation plans.

## ANAPHYLAXIS POLICY

**Parents and/or carers of a child/children diagnosed with anaphylaxis please note:**

It is conditional of your application for enrolment into the Kingston School Holiday Program that you agree to your child/children's anaphylaxis action plan being displayed in the main room of the venue they are attending. This is to ensure the safest possible environment for the child, and that relevant information is readily available to the program community at all times. All parents will be made aware that children with anaphylaxis will be attending the School Holiday Program.

**Please note:** A risk minimisation plan is required to be developed for all children who have been diagnosed with anaphylaxis, asthma, diabetes or any other medical condition in consultation with educators upon enrolment.



## AGE REQUIREMENT

To qualify for enrolment in the Kingston School Holiday Program children must be attending primary school, aged up to 13 years.

## BEHAVIOUR MANAGEMENT POLICY

The City of Kingston reserves the right to immediately cancel the enrolment in the program of any child whose behaviour or influence is regarded as inappropriate or a risk to the health and wellbeing of others.

## PRIORITY OF ACCESS

Kingston's School Holiday Program is offered to the general community.

Priority of Access will be given to:

1. Children at risk of serious abuse or neglect and families in crisis.
2. Children of Aboriginal and Torres Strait Islander families.
3. Children attending the host school.
4. Children who attend City of Kingston's Before & After School school programs.
5. Residents of Kingston



## ENQUIRIES

If you have any questions regarding the School Holiday Program please contact Council's School Holiday Program team:

### School Holiday Program Administration

☎ 9581 4853

### School Holiday Program Coordinator

☎ 9581 4846

## VENUE CENTRE CONTACT DETAILS (DURING HOLIDAY PERIOD ONLY)

### Chelsea Primary School

Argyle Avenue, Chelsea

☎ 0419 510 695

### Southmoor Primary School

Rica Street, Moorabbin

☎ 0400 081 797

## DID YOU KNOW?

This program is designed by the children who attend our programs! Many of the program ideas were captured through the feedback from the previous program.



## Kingston's Language Line

People of all languages can now contact Kingston on one number 131 450

Per contattare il Comune, chiamateci al numero 131 450

Чтобы связаться с Городским Советом, звоните нам по телефону 131 450

Για να επικοινωνήσετε με το Δήμο, καλέστε μας στο 131 450

Để liên hệ với Hội đồng, g i chúng tôi theo s 131 450

要聯絡市政府，請給我們打電話 131 450

如要联系市议会，请致电131 450



27 JUNE - 8 JULY 2022

# SCHOOL HOLIDAY PROGRAM

SOUTHMOOR PRIMARY SCHOOL + CHELSEA PRIMARY SCHOOL



The June/July 2022 school holidays are fast approaching. Enrolments will be open from **9am Friday 27 May 2022** and close **5pm Friday 17 June 2022**. All activities and excursions are subject to change.

Child Care Subsidy - Please sign into your myGov account to complete the requirements of the activity test and confirm/re-confirm your enrolment data details on record for CCS to be applied.

The Program and Forms (A & C) are now available at [kingston.vic.gov.au/schoolholidayprogram](http://kingston.vic.gov.au/schoolholidayprogram). Please ensure ALL relevant forms are completed and submitted via email to [schoolholidayprogram@kingston.vic.gov.au](mailto:schoolholidayprogram@kingston.vic.gov.au)

## ENROLMENT CHECKLIST

Your current Kingston OSHC Enrolment Status	Forms you need to complete
I <b>have a current</b> City of Kingston 2022 enrolment at one of the City of Kingston's before or after school care programs	<input type="checkbox"/> Form C ( <i>one per child</i> ) <input type="checkbox"/> Child's current digital passport photo ( <i>can be taken with your smartphone</i> )
I <b>DO NOT have a current</b> City of Kingston 2022 enrolment for before and after school care	<input type="checkbox"/> Form A <input type="checkbox"/> Form C <input type="checkbox"/> Child's current digital passport photo of child ( <i>can be taken with your smartphone</i> )
<b>Additional documents for Medical Conditions</b>  If your child has any <b>diagnosed</b> medical conditions including asthma, allergies or anaphylaxis	<input type="checkbox"/> Action Plan ( <i>signed by a doctor</i> ) <input type="checkbox"/> Risk Minimisation Plan <input type="checkbox"/> Communication Plan  <b>Note:</b> <i>Children cannot attend the service if these plans have not been provided to the coordination unit.</i>  <i>* If you have previously provided an Action Plan and it is not more than 2 years old and there have been no changes, you do not have to supply the same documents.</i>

## PLEASE NOTE

Children are unable to attend the program until an enrolment form is complete and payment has been made. Enrolments are submitted email. For details refer to the back page of the Program Brochure.

## SUPPORT FOR INCLUSION

If your child requires support for inclusion in a program, please contact the Holiday Program Coordinator on 9581 4846 to discuss further. Enrolments must be in by 6th June 2022.

## COVID-19

We are all working together to keep our program COVID safe.

### Please help us keep the program safe by:

Keeping any children who are sick at home, if anyone in your household is unwell and awaiting a COVID test result we ask you keep children at home (even if they are not displaying any symptoms). The child/ren can return to care once all isolation periods have been observed and the child/ren are asymptomatic.

### We will keep you COVID safe by:

Following our COVIDSafe plan and risk assessment at all times, social distancing of staff, consistent staffing where possible. Increased cleaning and disinfecting and signing children in and out of the program.



form  
**A**

# School Holiday Program Application for Enrolment

Please supply a passport size photo of your child for easy identification by educators.

Child details	CHILD 1	CHILD 2	CHILD 3
First name:			
Family name:			
Address:			
Suburb:			
School child attends:			
Cultural background:			
Child's CRN number:			
Date of birth:			
Gender:	<input type="radio"/> male <input type="radio"/> female <input type="radio"/> other	<input type="radio"/> male <input type="radio"/> female <input type="radio"/> other	<input type="radio"/> male <input type="radio"/> female <input type="radio"/> other
Dietary restrictions: Please specify			
Allergies:			
List any allergies and attach allergy action and risk minimisation plan as required.  Please supply a passport size photo of your child for easy identification by educators			
Anaphylaxis:	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no
Has your child been diagnosed as at risk of anaphylaxis?  Please attach action and risk minimisation plan and a passport size photo of your child for easy identification by educators			
Diabetes:	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no
Attach action and risk minimisation plan as required.  Please supply a passport size photo of your child for easy identification by educators			
Asthma:	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no
Attach action and risk minimisation plan as required.  Please supply a passport size photo of your child for easy identification by educators			
Disabilities or additional needs:	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no	<input type="radio"/> yes <input type="radio"/> no
Please attach relevant information, including any relevant medical and needs assessments. Challenging behaviours - Please attach relevant information, including details of the challenging behaviours, and any relevant medical and needs assessments.			
Immunised to school age:	<input type="radio"/> yes <input type="radio"/> no <b>Parent/Guardian initial</b> _____	<input type="radio"/> yes <input type="radio"/> no <b>Parent/Guardian initial</b> _____	<input type="radio"/> yes <input type="radio"/> no <b>Parent/Guardian initial</b> _____
Aboriginal or Torres Strait Island descent:	<input type="radio"/> Torres Strait Islander <input type="radio"/> Aboriginal <input type="radio"/> Neither	<input type="radio"/> Torres Strait Islander <input type="radio"/> Aboriginal <input type="radio"/> Neither	<input type="radio"/> Torres Strait Islander <input type="radio"/> Aboriginal <input type="radio"/> Neither
Photographic consent:	<input type="radio"/> yes <input type="radio"/> no <b>Parent/Guardian initial</b> _____	<input type="radio"/> yes <input type="radio"/> no <b>Parent/Guardian initial</b> _____	<input type="radio"/> yes <input type="radio"/> no <b>Parent/Guardian initial</b> _____

I consent to my child being photographed during activities at the School Holiday Program. Photographs may be used in City of Kingston's advertising and children's portfolios.

Please remember to attach any information that may be relevant to our capacity to meet the particular needs of your child, including in relation to challenging behaviours. If information provided is incomplete or misleading, any decision made as to enrolment may be withdrawn.

Parent / guardian details	PARENT / GUARDIAN 1	PARENT / GUARDIAN 2
Parent / guardian details must be provided unless explanation is provided.		
Full name		
Address:		
Suburb:		
Contact number:	<input type="radio"/> work <input type="radio"/> home	<input type="radio"/> work <input type="radio"/> home
Mobile:		
Relationship to child:		
Date of birth:		
CRN number:	<input type="radio"/> registered for CCS?	<input type="radio"/> registered for CCS?
Status:	<input type="radio"/> Child/family at risk <input type="radio"/> Parent working, studying, training, or seeking employment	<input type="radio"/> Child/family at risk <input type="radio"/> Parent working, studying, training, or seeking employment
Language spoken at home:		
Primary email contact:		

## Medical details

Medical clinic:		Doctor's name:	
Address:		Phone:	
Health insurance provider:		Membership number:	
Medicare number:		Ambulance member number:	

## Emergency contacts / authorised nominees

You must nominate TWO emergency contacts over the age of 18 years (other than the parents/guardians listed on the previous page) to be contacted in the case of an emergency. Please note in the event that if no emergency contacts are provided and educators cannot contact the parents/guardians, then Department of Human Services (DHS) and/or Victoria Police will become your emergency contacts.

I \_\_\_\_\_ (please insert your name) (parent/guardian) authorise the following people to:

AUTHORISED NOMINEE 1		AUTHORISED NOMINEE 2	
<input type="radio"/> Collect my child from the program		<input type="radio"/> Collect my child from the program	
<input type="radio"/> Authorise the service/educators to take my child outside the venue		<input type="radio"/> Authorise the service/educators to take my child outside the venue	
<input type="radio"/> Be notified of any accident, injury, trauma or illness involving my child		<input type="radio"/> Be notified of any accident, injury, trauma or illness involving my child	
<input type="radio"/> Consent to the medical treatment of my child		<input type="radio"/> Consent to the medical treatment of my child	
<input type="radio"/> Request or permit the administration of medication to my child		<input type="radio"/> Request or permit the administration of medication to my child	
Name		Name	
Relationship to child		Relationship to child	
Address		Address	
Work/home phone:		Work/home phone:	
Mobile:		Mobile:	

Parent / guardian signature: \_\_\_\_\_

## Custody/access arrangements

Are there any court orders or custody access arrangements the service needs to be informed of?  yes  no

If yes, please specify details AND attach court orders.

### LAWFUL AUTHORITY:

Parents: All parents have powers and responsibilities in relation to their children that can only be changed by a court order. The *Education & Care Services National Regulations 2012* refer to these powers and responsibilities as "lawful authority". It is not affected by the relationship between the parents, such as whether or not they have lived together or are married. A court order, such as under the Family Law Act, may take away the authority of a parent, or may give it to another person.

Guardians: A guardian of a child also has lawful authority. A legal guardian is given lawful authority by a court order. The definition of "guardian" under the *Education & Care Services National Law Act 2012* also covers where a child does not live with his or her parents and there are no court orders. In these cases, the guardian is the person the child lives with who has day-to-day care and control of the child.

### PRIVACY STATEMENT:

Personal information collected by Council is used for municipal purposes as specified in the *Local Government Act 1989*. The personal information will be held securely and used solely by Council for these purposes and/or directly related purposes. Council may disclose this information to other organisations if required or permitted by legislation. The applicant understands that the personal information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information.

Requests for access and/or correction should be made to Council's Privacy Officer. A full copy of our Privacy Policy can be obtained from [kingston.vic.gov.au](http://kingston.vic.gov.au)

### CONSENT

I consent to the staff of 'City of Kingston' seeking medical treatment by a medical practitioner, hospital or ambulance service, or where appropriate, administer such emergency medical treatment as is reasonably necessary and agree to reimburse any expenses incurred by 'City of Kingston' in this treatment.

## form B Excursion Permission


**Only complete this form if your child(ren) are attending the Southmoor School Holiday Program excursions.**

Child 1 full name: \_\_\_\_\_

Child 2 full name: \_\_\_\_\_

Child 3 full name: \_\_\_\_\_


Child 4 full name: \_\_\_\_\_

 Excursions costs as stated (per child). CCS discounts (if eligible) will be applied by the enrolment office.

✓ **Risk Assessments have been prepared for all excursions and are available at the programs**

✓ **Excursion times are 8.30am - 4.00pm** (unless specified otherwise)

✓ **Transport for excursions: bus, train and walking. Daily fee covers cost of transport.**

 Excursions, including regular outings, provide valuable opportunities for children to explore the wider community and extend the educational program.

**Please tick and sign the excursion your child(ren) will be attending.**

### **IMAX & Museum**

**Full Fee: \$107.00**

**Fee after Max CCS: \$20.60**

**Date:** Wednesday 29 June 2022

**Destination:**

11 Nicholson Street, Carlton

**Depart:** 8.30am **Return:** 4.00pm

**Transport:** Bus

**Places available:** 50



Child 1

Child 2

Child 3

Child 4

\_\_\_\_\_  
Parent/Guardian initial

### **Live Show The Listies & Kingston Heath Reserve**

**Full Fee: \$107.00**

**Fee after Max CCS: \$20.60**

**Date:** Wednesday 6 July 2022

**Destination:**

Shirley Burke Theatre

64 Parkers Road, Parkdale

Kingston Heath Reserve

285 Centre Dandenong Road, Cheltenham

**Depart:** 8.30am **Return:** 4.00pm

**Transport:** Bus

**Places available:** 50



Child 1

Child 2

Child 3

Child 4

\_\_\_\_\_  
Parent/Guardian initial

### Parent / guardian statement

I/we \_\_\_\_\_ being the parent/guardian(s) of the above named children, give consent for participation in all program days as indicated above. In the event of injury or accident, I/we authorise you to obtain medical assistance for my/our child, including ambulance or hospital as required. I/we agree to pay any costs incurred. I/we have read and understand all policies and procedures associated with the Kingston School Holiday Program and agree to abide by them. I/we understand that a change in circumstance or use of other childcare services may result in further fees payable.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please Note: This form must be completed in order for your booking to be processed.**



## form B Excursion Permission


**Only complete this form if your child(ren) are attending the Chelsea School Holiday Program excursions.**

Child 1 full name: \_\_\_\_\_

Child 2 full name: \_\_\_\_\_

Child 3 full name: \_\_\_\_\_


Child 4 full name: \_\_\_\_\_

 Excursions costs as stated (per child). CCS discounts (if eligible) will be applied by the enrolment office.

✓ **Risk Assessments have been prepared for all excursions and are available at the programs**

✓ **Excursion times are 8.30am - 4.00pm** (unless specified otherwise)

✓ **Transport for excursions: bus, train and walking. Daily fee covers cost of transport.**

 Excursions, including regular outings, provide valuable opportunities for children to explore the wider community and extend the educational program.

**Please tick and sign the excursion your child(ren) will be attending.**

### **Eastern Gymnastics**

**Full Fee: \$107.00**  
**Fee after Max CCS: \$20.60**

**Date:** Wednesday 29 June 2022

**Destination:**

21 Clarice Road, Box Hill South

**Depart:** 8.30am **Return:** 4.00pm

**Transport:** Bus

**Places available:** 50

Child 1

Child 2

Child 3

Child 4

\_\_\_\_\_  
Parent/Guardian initial

### **Magical Circus Show & Carlton Gardens Playground**

**Full Fee: \$107.00**  
**Fee after Max CCS: \$20.60**

**Date:** Tuesday 5 July 2022

**Destination:**

The Slydini Showroom - Arrow Hub

488 Swanston Street, Melbourne

Carlton Gardens Playground

11 Nicholson Street, Carlton

**Depart:** 8.30am **Return:** 4.00pm

**Transport:** Bus

**Places available:** 50

Child 1

Child 2

Child 3

Child 4

\_\_\_\_\_  
Parent/Guardian initial

### Parent / guardian statement

I/we \_\_\_\_\_ being the parent/guardian(s) of the above named children, give consent for participation in all program days as indicated above. In the event of injury or accident, I/we authorise you to obtain medical assistance for my/our child, including ambulance or hospital as required. I/we agree to pay any costs incurred. I/we have read and understand all policies and procedures associated with the Kingston School Holiday Program and agree to abide by them. I/we understand that a change in circumstance or use of other childcare services may result in further fees payable.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please Note: This form must be completed in order for your booking to be processed.**



School Holiday Program: 27 JUNE - 8 JULY 2022

# Booking + Payment



Child's full name(s): \_\_\_\_\_

Parent's / Guardian's name: \_\_\_\_\_

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

	WEEK ONE					WEEK TWO					TOTAL DAYS
	MON 27	TUE 28	WED 29	THU 30	FRI 1	MON 4	TUE 5	WED 6	THU 7	FRI 8	
<b>Southmoor</b> Primary School											
<b>Chelsea</b> Primary School											

## Payment options

- Direct debit** – Download the relevant form at [kingston.vic.gov.au/schoolholidayprogram](http://kingston.vic.gov.au/schoolholidayprogram)
- In person** – Customer Service Centre at 1230 Nepean Highway, Cheltenham

**By signing this form, I ACKNOWLEDGE ONCE PROCESSED, ALL FEES ARE NON-REFUNDABLE AND NO CREDIT DAYS GRANTED. Children will not be accepted into any City of Kingston School Holiday Program unless a booking has been made and all fees/amounts owing to City of Kingston have been fully paid prior to program commencement.**

**I agree that City of Kingston and its affiliates, or associates, will charge my credit facilities as set out above. I agree to pay for all of the days my child is successfully enrolled in the School Holiday Program, regardless of whether my child actually attends. I agree that I am liable to pay for all successfully booked days at the time of enrolment.**

I acknowledge children are required to arrive at the program on time, and must be appropriately dressed. I acknowledge children are required to behave appropriately at all times during the program, including by complying with directions given by program staff. I acknowledge I am financially responsible for any damage caused by my child to City of Kingston's buildings, furniture and equipment (or the property of other children enrolled in the program).

I acknowledge City of Kingston reserves the right to immediately cancel the enrolment in the program of any child whose behaviour or influence is regarded as inappropriate or a risk to the health and wellbeing of others.

I declare that the information provided in these forms is accurate. I understand that if the information provided is incomplete, inaccurate or out-of-date, and the actual or current information is relevant to City of Kingston's decision about whether or not to offer my child enrolment in the program, then that place may be withdrawn without notice.

I consent to the staff of 'City of Kingston' seeking medical treatment by a medical practitioner, hospital or ambulance service, or where appropriate, administer such emergency medical treatment as is reasonably necessary and agree to reimburse any expenses incurred by 'City of Kingston' in this treatment.

**Parent's/guardian's signature** \_\_\_\_\_ **Date** \_\_\_\_\_

### Office use only

Child's full name: \_\_\_\_\_ Parent's name: \_\_\_\_\_

<p>PROGRAM:</p> <p><input type="radio"/> Southmoor</p> <p><input type="radio"/> Chelsea</p>	<p>CHILD CARE SUBSIDY DETAILS:</p> <p>Parent CCS registered? <input type="radio"/> yes <input type="radio"/> no</p> <p>CCS % _____</p> <p>No. of eligible hours _____</p> <p>Has CCS been deducted? <input type="radio"/> yes <input type="radio"/> no</p>	<p>PAYMENT RECEIVED:</p> <p><input type="radio"/> direct debit</p> <p>Program fees: _____</p> <p>Total payment received: _____</p>	<p>BOOKING STATUS:</p> <p>Booking complete: <input type="radio"/> yes <input type="radio"/> no</p> <p>Payment processed: <input type="radio"/> yes <input type="radio"/> no</p> <hr/> <p>OFFICER DETAILS</p> <p>Initials _____</p> <p>Date _____</p>
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