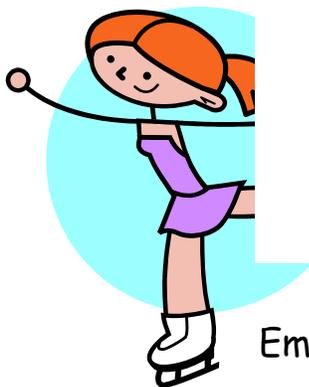




LOCKLEYS NORTH VACATION CARE PROGRAM
Providing care for kids and service to families



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Provider number
555-011-1645

THIS SERVICE IS QUALITY ASSURANCE APPROVED

Vacation Care

Monday 3rd October to Friday 14th October 2015

Monday 3rd Public Holiday- Labour Day/Service Closed



Government of South Australia
Department of Education and
Children's Services

Fees

Full Day **\$60.00** (this includes lunch, morning tea and afternoon tea). Child care Benefit can reduce this fee greatly. **Outstanding fees will result in an attendance block until outstanding fees are paid.** When children are not collected by 6.05pm, a late fee of \$15.00 will apply. **Parents/carers are to cover the full cost of wages for two educators at overtime rates x1.5 hourly rate for a qualified & unqualified after 6.05pm.** Should Children not be collected by 6.30pm, Crisis Care or the police may be contacted to collect your child/ren.

Hours Open

7.00am till 6.00pm Monday to Friday

Excluding public holidays and centre closure week (at Christmas)

Bookings

A **non-refundable** deposit of **\$15 per day per child** is required **before** the child/ren may be accepted into vacation care. Bookings are limited and staffing needs to be arranged in accordance to the number of children booked in. Please fill in the booking sheet, consent form and payment details inside this vacation care booklet. You will be notified by phone if there are no vacancies for your child/ren.

To allow the Vacation Care Program to run smoothly, **2 WEEKS NOTICE IN WRITING OF ANY CANCELLATION** is required. However the non-refundable deposit will still be charged.

Behaviour Policy

Staff members encourage positive behaviour at all times. The rules are mutually created by the children and staff and are to be respected at all times. When inappropriate behaviour does occur a warning will be given. After the second warning the child will be asked to sit out and if inappropriate behaviour continues they will be asked to sit in the office to talk with the director. If behaviour continues a phone call will be made to the parents. Take home and a consequent suspension may be enforced. This is to ensure that duty of care can be provided for all children. Serious offences may include an immediate suspension at the director's discretion.

Excursions

Candy Bar is available on Wednesday 5th October for the cinema. If you wish your child to use this facility please pay **\$5 or \$6.00 in cash**. Children are not allowed to bring money to excursion days unless it has been stated on the program.

Educator's take no responsibility for lost money.

Excursions days	
Date's	
Wednesday 5 th October	Semaphore Cinema -9.00 to 3.00pm: Please arrive at the service half before . The bus will leave at 9.00am sharp. Children can purchase from the candy bar, see educator on the day.
Thursday 6 th October	Pop up Science Centre -9.00 to 2.30pm: Please arrive at the service half before . The bus will leave at 9.00am sharp.
Thursday 13 th October	Harvest the Fleurie -9.00 to 3.00pm: Please arrive at the service half before . The bus will leave at 9.30am sharp.

Monday 3 rd OCTOBER	Tuesday 4 th OCTOBER	Wednesday 5 th OCTOBER	Thursday 6 th OCTOBER	Friday 7 th OCTOBER										
<p>Labour Day Centre Closed</p> 	<p>Spray Paint Leaves Have fun going around the school collecting leaves to spray paint your master piece!</p> 	<p>EXCURSION Movies Odeon Star Cinema – Semaphore Leave OSHC at 9:00 and return at 3:00pm</p> 	<p>EXCURSION POP UP SCIENCE CENTRE Leave OSHC at 9:30 and return at 2:00pm Its 3 hours of non-stop science fun at the Adelaide Showgrounds.</p> 	<p>Visitor Kite Making Come along and discover the basics of how and why kites fly. Learn how to make a kite & the correct way to fly one, while learning about the science & history 10.00am</p> 		Chicken & Chips	Rolls	Rolls	Nuggets w' Veges	<p>Labour Day Centre Closed</p> 	<p>Paper Plate Caterpillar</p>  <p>Enjoy the afternoon with your friends making 'Caterpillars'</p>	<p>Candy Bar to be paid IN CASH!!! Semaphore playground for lunch and play after the movies</p> 	<p>You will explore the exhibits, science making zone, solar system and see the 'Fire and Ice Science Show'</p> 	<p>Paper Spinner Making</p>  <p>Enjoy the afternoon with your friends making 'paper spinners'</p>
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Monday 10 th OCTOBER	Tuesday 11 th OCTOBER	Wednesday 12 th OCTOBER	Thursday 13 th OCTOBER	Friday 14 th OCTOBER										
<p>Technology Day Bring in your DS, or PSP and challenge your friends</p> 	<p>Visitor Kids First Aid Come & learn first aid with your friends 10.00am</p> 	<p>Visitor Claymation Kids create amazing film animation using adjustable clay figures and stop-motion photography 10.00am</p> 	<p>EXCURSION Harvest the Fleurieu Leave OSHC at 9:00 and return at 3:00pm</p> 	<p>Art Work Spoon Butterflies</p>  <p>Have fun using your imagination making 'Butterflies' With your friends</p>	Pasta bake	Pizza Muffins	Sausages Sizzle	Rolls	Nachos	<p>Get active and challenge your friends on the Wii and Play Station</p> 	<p>You will learn the skills needed to help the whole family in an emergency</p> 	<p>GAMES GALORE Have fun playing Connect four Twister Uno</p> 	<p>Pick Your Own Strawberries at Harvest the Fleurieu, Mt Compass</p> 	<p>Pipe Cleaner Ninjas Enjoy the afternoon with your friends making 'Ninjas'</p> 
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OTHER INFORMATION

Dear Families,

Welcome to Lockleys North Vacation Care. Our Programme offers a safe, supervised and fun environment for children. We offer a balance of structured and unstructured activities where children are encouraged to socialise, challenge and explore their skills with a relaxed and friendly environment. This programme provides children with a range of activities including craft, sport, games, cooking, group and individual activities.

Electronic equipment



Staff understand school holidays is a time for children to have free recreational time and enjoy themselves. We also believe children need to have a balance of outdoor and indoor activities as well as activities that challenge and help promote development in all developmental domains. For this reason all electronic equipment is **ONLY** permitted on days where it has been programmed. We ask the children **do not bring electronic equipment**, including DS's, PSP, Mobiles, etc, except when specified in the attached program. On these days electronic equipment is brought at **own risk** and should be clearly labelled. Staff take **no responsibility** for lost or stolen goods. We ask that you encourage your children to leave these devices at home on all other days.

Dress code Clothing will need to be practical and sun smart. Singlets are only appropriate under a t-shirt with sleeves. Please feel free to supply a hat for your child. Shoes are to be toe enclosed and suitable for a range of activities including sports. **No sandals or thongs**. Sandals and thongs are exempt on excursions to pools and waterslides. Extra clothing should be supplied due to the fact some children may have accidents.



What to Bring



While LNPS does supply breakfast, snacks and lunch we do advise children to bring healthy snacks and a drink bottle to Vacation Care and on excursion days. On excursions to pools and waterslides please ensure your child has a spare change of clothes and a towel. We will provide sunscreen but if you wish to supply your own please do.

Mobile Phones

There is no reason for children to have mobile phones during their time in Vacation Care, as parents can ring the centre. **No mobile** phones are allowed to be bought to vacation care. If a situation arises and it is necessary for the child to have one, please see a staff member to place the phone in the office.



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Booking Form

Parent/s Name

Contact Number/s.....

Child/ren School/s.....

Child's Name 1Age

Child's Name 2Age

Child's Name 3.....Age

Please tick which days you would like care, if more than one child write their name

Monday 3 rd	Tuesday 4 th	Wednesday 5 th	Thursday 6 th	Friday 7 th
Labour Day Centre Closed		Excursion movies	Excursion Science Centre	Visitor Kite Making
Monday 10 th	Tuesday 11 th	Wednesday 12 th	Thursday 13 th	Friday 14 th
	Visitor Kids First Aid	Visitor Claymation	Excursion Harvest the Fleurieu	

Dear Parents/Caregivers,

PAYMENTS IN ADVANCE

A deposit of \$15 per child per day for Vacation Care needs to be paid to the Director in advance. A dated receipt in accordance with Commonwealth Agencies Service guidelines will be provided for each payment.

BOOKINGS IN ADVANCE

Each vacation care program will include a booking sheet and a payment slip which will need to be completed and returned to the Director. If parents/caregivers indicate that payment is to be made via credit card, the Director will contact those parents/caregivers to notify them that their last payment has been finalized, an SMS will be sent to your mobile or by an email. Payments to be made by cash or with a debit card (funds from savings) will need to be made using the red envelopes or bizgate, prior to the school holiday period.

Due to the numbers in our service being reduced your child's booking is not secure until payment is made

PAYMENT DETAILS

Visa Card Master Card Bank Card Cheque/Money
Order

Cardholder's Name _____ Amount _____

Card Number _____ / _____ / _____ / _____

Expiry Date ____ / ____ 3 Digit Security Number (on back of card) ____ _

Signature _____ Date _____

Consent form

Please tick the consent/excursion statement, (yes or no).

Sign and date below to confirm.

I give consent	Yes	No
To allow shoes off during indoor play.		
To my child's photograph being taken and displayed within the OSHC building & school newsletters.		
For travelling on a chartered bus to all excursions.		
To attend the excursion to Odeon Cinema Semaphore on Wednesday 5 th October 2016.		
To attend the excursion to Science Centre on Thursday 6 th October 2016.		
To my child/ren to take part in 'Kite Making' with the visitor on Friday 7 th October 2016.		
I allow my child/ren to bring their technology equipment on Monday 10 th October 2016		
To my child/ren to take part in the 'Kids First Aid' on Tuesday 11th October 2016.		
To my child/ren to take part in 'Claymation' with the visitor on Wednesday 12 th October 2016.		
To attend the excursion to 'Harvest the Flerurieu' on Thursday 13 th October 2016.		

I hereby consent to the above information,

for my child/ren

Signature..... Date

