



Lockleys North Primary

OSHC

~ My Time, Our Place ~

LOCKLEYS NORTH VACATION CARE PROGRAM

Providing care for kids and service to families

Maria Morello

Lockleys North Vacation
Care

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Provider number

555-011-1645

THIS SERVICE IS QUALITY ASSURANCE APPROVED

CLOSED MONDAY 24th OF DECEMBER TILL FRIDAY 4th OF JANUARY

REOPENING ON MONDAY 7th OF JANUARY 2019

Closed Monday 28th January 2019 Australia Day

Vacation Care

Monday 17th December to Friday 25th January 2019



Government of South Australia

Department of Education and
Children's Services



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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 for two weeks)

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 Tuesday 18th December for the cinema. If you wish your child to use this facility please pay **\$6 or \$7.00 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.

Monday 17 th Dec	Tuesday 18 th	Wednesday 19 th	Thursday 20 th	Friday 21 st
Candy Cane Hunt  Get in the Christmas spirit and find as many candy canes as you can with your friends	EXCURSION Movies ODEON STAR CINEMA - SEMAPHORE  'The Grinch' (CANDY BAR \$6 or \$7) Leave OSHC at 9:00am and return at 3:00pm	Christmas Cooking  Make some DELICIOUS Reindeer biscuits and White Christmas Cups Cakes	CHRISTMAS MAKING Enjoy the day designing your own Xmas decorations!! 	XMAS PARTY DAY AT OSHC Dress in your Xmas outfits and have fun with your friends playing party games ,face painting and lots more. 
Wraps	Rolls	Pasta Bake	Sandwiches	Party Food
Holiday Letter to SANTA  Write your own letter to Santa	Candy Bar to be paid IN CASH!!!  Semaphore playground for lunch and play after the movies	Snowflake Making  Christmas wreath 	MAKING XMAS STARS  Make your own Tree Ornaments 	Watching Christmas Movies Bring your own G or PG rated movie to watch with friends 

CLOSED MONDAY 24th OF DECEMBER TILL FRIDAY 4th OF JANUARY

Monday 7 th Jan	Tuesday 8 th	Wednesday 9 th	Thursday 10 th	Friday 11 th
EXCURSION AMF Bowls Leave OSHC at 9:30am and return at 1:30pm Have fun bowling with your friends and enjoy eating a delicious lunch of curly fries, 	HIP HOP DANCE WORKSHOP with Rhe  Enjoy the morning learning new dacing skills with your friends	Visitor GAMES 2 U  Enjoy the morning playing games with your friends 10am-12pm Games Theatre Laser Tag Hamster Ball Water Activities	Visitor SUPER AIR DETECTIVES Workshop 10am-12pm Have fun using drones and tablet to plan and implement a secret mission! 	EXCURSION  Leave OSHC at 9:00am and return at 3:00pm 
Hotdogs & Nugget's	Chichen Stirry Fry	Hamburgers	Spaghetti	Wraps
 Nuggets drink and hot dogs at AMF bowling! 	Beaded Jewellery Make your own Necklaces and Bracelets 	Crazy Craft Day  Come and make lots of craft from different materials.	Wild Wheel Day  Bring along your scooters, skate boards, bikes and your helmets. Ride around the school grounds.	Enjoy the day with your friends feeding the animals & lots more  

Monday 14 th Jan	Tuesday 15 th	Wednesday 16 th	Thursday 17 th	Friday 18 th
Water day In teams have a water balloon fight and water pistol games 	EXCURSION TREE CLIMB  Leave OSHC at 9:00am and return at 2:00pm Come along and have fun climbing trees with your friends .	Superhero Day Dress up & bring in your favourite Superhero (G) rating movie to watch with your friends 	EXCURSION Waterworld Leave OSHC at 9:00am and return at 3:00pm 	Visitor  Stop Bullies Kids Safe Self Defence Come along and learn how to be resilient, build confidence and steps to stop bullying.
Pizza Muffins	Rolls	Yiros	Rolls	Chicken & Chips
Water Balloon Fun  Remember to bring your bathers and a towel	 Closed toe shoes that won't come off, are mandatory. Comfortable clothing that is non-restrictive is vital and please prepare your hair, keeping in mind you'll be wearing a helmet. We strongly recommend long pants for the zip-line landings.	Spend the afternoon making masks & colouring in superhero pictures 	Swim in the pools, slide down the water slide and jump off the diving boards! Bring your bathers and towel 	Use recycled materials and see what you can build! 

Monday 21 st Jan	Tuesday 22 nd Jan	Wednesday 23 rd	Thursday 24 th	Friday 25 th
Technology Day Bring in your DS or PSP and challenge your friends 	Visitor ULTIMATE FOOD FIGHT 2 10.30am-12pm Kids will stretch their creative and culinary talents in a fun, interactive theatre show! 	EXCURSION Semaphore Waterslide  leave OSHC at 9:30am and return at 3:00pm Remember to bring a towel, hat and a change of clothes Rashy/t-shirt must be worn in the water (Sunscreen provided by the centre)	Visitor Outdoor Olympics! Have fun challenging your friends in Olympic Themed Sports! 11am start 	EXCURSION  THE BIG WEDGIE WATERSLIDE leave OSHC at 9:00am and return at 3:00pm Remember to bring a towel, hat and a change of clothes Rashy/t-shirt must be worn in the water (Sunscreen provided by the centre)
Spaghetti	Pizza's Muffins	Rolls	Chicken wraps	Rolls
Get active and challenge your friends on the Wii and Play Station 	Use clay to mould and create your favourite food! Place it in the sun to dry and paint it afterwards! 	Semaphore Playground  Have lunch and enjoy the afternoon playing on the playground with your friends	Spend the afternoon creating paper plate olympic rings 	 The world's tallest inflatable waterslide is making its way to Glenelg this summer. Come along and enjoy the day with your friends.



	Date's	Excursions days
Week 1	Tuesday 18 th Dec 2018	Semaphore Cinema -9.00 to 3.00pm: Please arrive at the service half before. <i>The bus will leave at 9.00am sharp.</i> Children can purchase from the candy bar, see educator on the day.
Week 4	Monday 7 th Jan 2019	AMF Bowls: - 9.30am-1.30pm: Please arrive at the service half before. <i>The bus will leave at 9.30am sharp.</i>
	Friday 11 th Jan	Hahndorf Farm Barn -9.30am-3.00pm: Please arrive at the service half before. <i>The bus will leave at 9.30am sharp.</i>
Week 5	Tuesday 15 th Jan	Tree Climb: - 9.00am-2.00pm: Please arrive at the service half before. <i>The bus will leave at 8.30am sharp.</i> <small>Closed toe shoes that won't come off, are mandatory. Comfortable clothing that is non-restrictive is vital and we strongly recommend long pants for the zip-line landings.</small>
	Friday 19 th Jan	WaterWorld --9.00am-3.00pm: Please arrive at the service half before. <i>The bus will leave at 9.30am sharp.</i> Children are required to bring a towel, rashy/t-shirt to be worn in the water and a change of clothes
	Wednesday 23 rd Jan	Semaphore Waterslide: -9.30am-3.00pm: Please arrive at the service half before. <i>The bus will leave at 9.30am sharp.</i> Children are required to bring a towel, rashy/t-shirt to be worn in the water and a change of clothes.
	Friday 25 th Jan	The Big Wedgie WaterSlide - 9.00am-3.00pm: Please arrive at the service half before <i>The bus will leave at 9.30am sharp.</i> Children are required to bring a towel, rashy/t-shirt to be worn in the water and a change of clothes.

Please ensure you read the information above!!!



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, Itouch, 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. Sunscreen will be provided by the centre. Parents are asked to provide SPF 30+ sunscreen for their child's use if their child has skin irritation issues.



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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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, a 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, 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 _____



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Booking Form

Signature Date

Parents Name.....Mobile.....

Childs Name..... Child/ren School/s

Childs Name..... Child/ren School/s

Childs Name..... Child/ren School/s

Please tick which days you would like care. 1 tick per child please.

Monday 17 th Dec	Tuesday 18 th	Wednesday 19 th	Thursday 20 th	Friday 21 st
	Excursion Movies			
CLOSED MONDAY 24 th OF DECEMBER TILL FRIDAY 4 th OF JANUARY REOPENING ON MONDAY 7 th OF JANUARY				
Monday 7 th Jan	Tuesday 8 th	Wednesday 9 th	Thursday 10 th	Friday 11 th
Excursion AMF BOWLS		Visitor Games 2 U	Visitor Super Air Detectives	Excursion Hahndorf
Monday 14 th Jan	Tuesday 15 th	Wednesday 16 th	Thursday 17 th	Friday 18 th
	Excursion Tree Climb		Excursion Waterworld	Visitor Stop Bullies
Monday 21 st Jan	Tuesday 22 nd	Wednesday 23 rd	Thursday 24 th	Friday 25 th
	Visitor Ultimate Food fight 2	Excursion Semaphore Waterslide	Visitor Outdoor Olympics	Excursion The Big Wedgie Waterslide



Consent form

Please tick the consent/excursion statement, (yes or no). Sign and date below to confirm.

Description	Yes	No
To take a chartered bus on all excursions		
I give consent to my child's photograph being taken and displayed within the OSHC building & school newsletters.		
To allow shoes off during indoor play.		
To attend the excursion to Odeon Cinema Semaphore on Tuesday 18 th December 2018.		
To my child/ren to take part in Christmas Activities on Monday 17 th to Friday 21 st December 2018.		
To attend the excursion to AMF Bowls on Monday 7 th January 2018.		
To my child/ren to take part in Games 2 U on Wednesday 9 th January 2019.		
To my child/ren to take part in Super Air Detective on Thursday 10 th January 2019.		
To attend the excursion to Hahndorf Farm Barn on Friday 11 th January 2019.		
To my child/ren to take part in Water Day on Monday 14 th January 2019.		
To attend the excursion to Tree Climb on Tuesday 15 th January 2019.		
To attend the excursion to WaterWorld on Thursday 17 th January 2019.		
To my child/ren to take part in Stop Bullies on Friday 18 th January 2019.		
To my child/ren bringing electronic equipment on Monday 21 st January 2019		
To my child/ren to take part in Ultimate food fight on Tuesday 22 nd January 2019.		
To attend the excursion to Semaphore Waterslide complex & Playground on Wednesday 23 rd January 2019.		
To my child/ren to take part in Outdoor Olympics on Thursday 24 th January 2019.		
To attend the excursion to The Big Wedgie Waterslide on Friday 25 th January 2019.		

I hereby consent to the above information,
 for my child/ren

Signature..... Date