



EPPING VIEWS VACATION CARE

18th September to 28th September 2023

20 Mansfield Street Epping VIC 3076
(Ph.) 03 8401 3791 / 0439 096 857

BOOKINGS CLOSE - FRIDAY 1st September

Payment due by 8th September

Monday 18th September	Tuesday 19th September	Wednesday 20th September	Thursday 21 st September	Friday 22 nd September
GAMES CHALLENGE Air Hockey Billiards Table Tennis Challenge Staff	MINI GOLF Excursion \$40.00 	LEGO DAY 	CARP PRODUCTION Incursion \$20. 00  Laugh till you snort	WHEELS DAY  No Helmet No Ride
Monday 25 th September	Tuesday 26 th September	WEDNESDAY 27 TH SEPTEMBER	Thursday 28 th September	Friday 29 th September
SENSORY DAY we will dive into the mess of making slime playdough, salt dough prints and even have a go at making our very own clay creations necklaces!. 	ART VO Excursion \$42.00 	CHILDREN'S CHOICE This holidays is yours, so why not spend a day doing all of the things you love the most! Bring along your most loved board games and challenge your friends to a battle.	YOUNG YOGA Incursion \$20.00  <small>pixtasbck.com - 6469321</small>	CLOSED Grand Final Parade 

A VARIETY OF EXCURSIONS/IN HOUSE ACTIVITIES AND THEME DAYS WILL BE OFFERED THROUGHOUT THE PROGRAM. THIS INCLUDES OUR OUTSTANDING ARRAY OF ART/CRAFT, GAMES, EQUIPMENT, ELECTRONIC GAMES, GROUP GAMES AND MORE. PLEASE NOTE THAT PARK VISITS WILL DEPEND ON WEATHER CONDITIONS BASED ON STAFF DISCRETION.

WHAT CHILDREN NEED TO BRING

LUNCH, MORNING TEA and DRINK BOTTLE. *We provide afternoon tea.*

NO spending money on excursions to be brought unless specified.

NO nuts or nut related foods as we have anaphylactic children who attend the service.

SUN SMART POLICY Children need to bring a wide brim hat as well as sunscreen. Children should wear hats all year around. The UV levels are high in the afternoons so we encourage the children to wear their hats as part of our Sun Smart Policy.

Children must be dressed in appropriate clothing. No thongs or slip on shoes, singlets, sleeveless tops or sleeveless dresses to be worn as this is not sun smart.

BOOKINGS

To book your child/children's place in the program you must ensure that you have read the registration form and the program outline/conditions and notices. Upon completion of registration form please check all details are provided and correct and that the parent/guardian declaration is signed. (Incomplete forms will not be processed, this includes family **CRN and child CRN and PARENT/ CARER date of birth**). **You will also need to confirm your enrolment through your myGov site.**

Mark clearly on the form the days that you will be requiring care during the two-week duration of the program.

Excursions must be marked when booking program as we will not be taking children that have not booked for excursions on the day. Please return permission slips signed for any excursions your child will be attending with your booking sheet.

Once your form is complete you can return it to Epping Views PS main office. A quote will be done for you within a couple of days. *Please note that this is only an estimate and you will be required to pay any additional costs should they be different.*

BOOKINGS CLOSE 1/09/2023

It is advisable to register ASAP to ensure your child's place in the program. Your place is not booked until full fee is paid.

LATE BOOKING FEE – A \$20.00 booking fee will be charged for any bookings taken after the **1/09/2023**

BOOKING CANCELLATION

If you need to change, add or cancel any day you will have until the **1/09/2023** to do so. You will also need to fill out a new booking form. Cancellations after this will incur the fee and be marked as absent. **Cancellation/Absentees notice** is required. Families who do not phone or leave a message concerning an absence will be charged a \$5.00 per child 'no notification fee' for not informing us **in addition to your applicable fee being charged.**

Please note: *There will be **NO** refunds of fees;*

Full fees for the 2 weeks need to be paid by 8/09/2023

Payment is via QKR app under Vacation Care.

Use your child's name as a reference.

PLEASE DO NOT PAY INTO THE OSHC ACCOUNT as this will not be processed as vacation care. You can pay in the school office, or over the phone by credit card. Tel: 8401 3791

MEDICAL INFORMATION

If applicable, families must ensure that the service is provided with a current copy of your child's medical management plan with an updated photo attached. This process must be completed prior to the commencement of the program, otherwise bookings will be cancelled.

CHILDREN WITH ADDITIONAL NEEDS

ISP funding can be obtained for children with additional needs. Please ensure that you speak to the Coordinator to discuss this process upon enrolling your child. Without this notification we regret that we will be unable to support your child with an additional worker.

BEHAVIOUR

Students attending our Epping Views Vacation Care Program will follow a strict **code of conduct** and **behaviour guidelines**. Program Co-ordinator and staff reserve the right to exclude children from the program if behaviour is considered inappropriate or unacceptable. Parents will be contacted and may be asked to make alternative arrangements.

ENROLMENT FORM: If you do not have an **Enrolment Form** you cannot attend our program.

HOURS OF OPERATION – 7.00 a.m. – 6.30 p.m.

Please Note: the service is closed on public holidays.

FEES

\$60.00 per day per child. Full fee no concession (CCS)

An extra fee of \$20.00 to \$35.00 per child applies for Special guest days and incursions. These payments are compulsory.

Excursion day fees range from \$35.00 - \$45.00 per child.

Excursions / in house activities are not included in the price of daily care and must be paid in addition to care which is not reclaimable through CCS.

Full fees will apply if your child is not linked. All it takes is a phone call!

PICK UP/DROP OFF

On excursion days unless stated otherwise children need to be at centre before 9.00 am.

Children may be collected between 4pm and 6.30pm.

Children must be signed in/out of the program by a person who is authorised to do so.

*Persons under 18 years are **NOT** permitted to collect children.

Late Pick up Fee.

Each child not collected by 6.30pm will incur a \$2.00 per minute late fee which is not reclaimable through CCS.

CHILD CARE Subsidy (CCS)

To claim CCS, you will need to complete a Centrelink Child Care Subsidy Assessment that you can do through your myGov account using your Centrelink online account or through the Express Plus Centrelink Mobile app.

You can obtain more information regarding CCS by visiting <https://www.education.gov.au/child-care-package/child-care-subsidy>

THIS IS YOUR RESPONSIBILITY TO RECEIVE CCS. If you do not have CCS then full payment will need to be paid.

Please note: If your child attends more than your allotted hours for CCS e.g.: 24/100 hours per fortnight, you will be charged the full price for any extra hours your child attends.

Management have the right to refuse any family commencing the program if their account is outstanding unless prior arrangements have been made.

ENQUIRIES

For all enquiries please contact the Coordinator, Lyn Smith on 0439 096 857 or in person at Epping Views OSHC Program between 7.00am – 5.30pm.