



LOCKLEYS NORTH VACATION CARE PROGRAM

Providing care for kids and service to families



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Vacation Care
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Provider number
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THIS SERVICE IS QUALITY ASSURANCE APPROVED

Vacation Care
Monday 14th April to Friday 24th April 2014
Good Friday, Easter Monday & Anzac Day -Closed



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

Fees

Full Day **\$55.00** (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.** Late pick-up \$10.00 first 15 minutes, from then onwards \$1.00 per minute

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.

All cancelled bookings will be charged unless a doctor's certificate is provided within 7 days.

Behaviour Policy

Educators encourage positive behaviour at all times. The rules are mutually created by the children and educators 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 Monday 14th April for the cinema. If you wish your child to use this facility please pay **\$5 or \$5.50 in cash**. Children are not allowed to bring money to excursion days unless it has been stated on the program.

Educators take no responsibility for lost money.

Monday 14 th APRIL	Tuesday 15 th APRIL	Wednesday 16 th APRIL	Thursday 17 th APRIL	Friday 18 th APRIL
EXCURSION Semaphore Cinema Leave OSHC at 9:00 and return at 3:00pm 	Easter bake off Enjoy the morning making Easter bunny biscuits & Chocolate crackle egg baskets with your friends 	Easter decorations Design your own Easter eggs and basket Bring in a boiled egg to decorate 	EXCURSION Silvers Circus Leave OSHC at 11:30 and return at 3:00pm 	<p>Good Friday</p> <p>Centre Closed</p>
Rolls w' Spreads Candy Bar to be paid IN CASH!!!  <p>Semaphore playground for lunch and play after the movies</p>	Chicken & Chips Clay Model Come & get your hands dirty with colourful modelling clay. You can create a bunny, Easter egg or whatever you like. <i>It is suggested you wear old clothing on this day</i> 	Homemade Pizza Continue enjoying the afternoon designing & creating your own Easter baskets, bunny masks, & lots more 	Rolls w' Spreads Come along & enjoy the afternoon watching a wide range of acts and performers 	
Monday 21 st APRIL	Tuesday 22 nd APRIL	Wednesday 23 rd APRIL	Thursday 24 th APRIL	Friday 25 th APRIL
<p>Easter Monday</p>  <p>Centre Closed Happy Easter to all!</p>	<p>Technology Day</p> <p>Bring in your DS, or PSP and challenge your friends</p> 	<p>EXCURSION Gumeracha Toy Factory</p> <p>leave OSHC at 9:30 and return at 3:00pm</p> 	<p>EXCURSION Walk to Mellor Park and have a game of tennis</p> <p>Leave OSHC at 9:30 and return at 12:30pm</p> 	<p>Anzac Day</p> <p>Centre</p> <p>Remember our Diggers</p>  <p>25th April</p> <p>Closed</p>
	<p>Spaghetti</p> <p>Get active and compete against your friends on the Wii and Play Station</p> 	<p>Rolls w' Spreads</p> <p>Spend the morning at the <u>Toy Factory</u> then move on to the <u>Animal farm</u> after lunch!</p> 	<p>Hot Dogs</p> <p>Anzac Biscuits</p> <p>enjoy the afternoon making Anzac biscuits with your friends</p> 	



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.



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 1.....Age

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 in the box below

Monday 14 th	Tuesday 15 th	Wednesday 16 th	Thursday 17 th	Friday 18 th
<u>Excursion</u> Movies			<u>Excursion</u> Silvers Circus	Good Friday Closed
Monday 21 st	Tuesday 22 nd	Wednesday 23 rd	Thursday 24 th	Friday 25 th
Easter Monday Service Closed		<u>Excursion</u> Gumeracha toy factory	<u>Excursion</u> Walk to Mellor Park	Anzac Day Service Closed

Dear Parents/Caregivers,

PAYMENTS IN ADVANCE

A deposit of \$15 per child per day for Vacation Care needs to be paid to staff 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 staff. If parents/caregivers indicate that payment is to be made via credit card, the Director will contact those parents/caregivers to notify them of the exact cost prior to finalising the transaction. 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>Description</i>	Yes	No
To allow shoes off during indoor play.		
I give consent to my child's photograph being taken and displayed within the OSHC building & school newsletters.		
To take a chartered bus on all excursions		
To attend the excursion to Odeon Cinema Semaphore on Monday 14 th April 2014		
To attend the excursion to Silvers Circus on Thursday 17 th April 2014		
To attend the excursion to Gumeracha Toy Factory on Wednesday 23 rd April 2014		
To attend the excursion by walking to Mellor Park Playground on Thursday 24 th April 2014		
To my child/ren bringing electronic equipment on Tuesday 22 nd April 2014		

I hereby consent to the above information,

for my child/ren

Signature..... Date