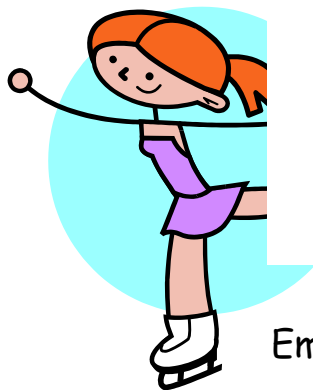




LOCKLEYS NORTH VACATION CARE PROGRAM

Providing care for kids and service to families



Maria Morello
Lockleys North Vacation Care
55 Malurus Avenue
Lockleys SA 5032
M: 0411 236014
Ph: 8443 5308
Fax: 82342576



Email: Maria.Morello708@school.sa.edu.au

Provider number
555-011-1645

THIS SERVICE IS QUALITY ASSURANCE APPROVED

Vacation Care
Monday 18th April to Friday 29th April 2016



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 OR VIA E-MAIL 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 19th April 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.

Monday 18 th APRIL	Tuesday 19 th APRIL	Wednesday 20 th APRIL	Thursday 21 st APRIL	Friday 22 nd APRIL
Bubble Blower Painting Make your own bubble painting designs with your friends 	EXCURSION Semaphore Cinema Leave OSHC at 9:00am and return at 3:00pm 	MONSTER MASH  <p>Let your imagination run free & design your own monster mask. They can be creepy or cute; it's totally up to you!</p>	EXCURSION Port Noarlunga Adventure Playground Leave OSHC At 9:00am and return at 3:00pm 	Anzac Biscuits  <p>enjoy the Morning making Anzac biscuits with your friends</p>
Spaghetti	Rolls	Hot Dogs	Rolls	Chicken & Chips
Painting Pasta to Thread  <p>Have fun painting pasta & make your own necklaces with your friends</p>	Candy Bar to be paid IN CASH!!!! Semaphore playground for lunch and play after the movies 	OUT IN THE GARDEN  <p>Use your imagination to design a creature to put into our OSHC garden Bees Spiders Lady bugs Etc.</p>	Have a ball exploring the wooden fort weaving your way through the mazes, towers and high walls!!! 	Photograph Day Dress up as a character, take a photo & design your own picture frame! 

Monday 25 th APRIL	Tuesday 26 th APRIL	Wednesday 27 th APRIL	Thursday 28 th APRIL	Friday 29 th APRIL
Anzac Day 	Technology Day Bring in your DS, or PSP  <p>and challenge your friends</p>	EXCURSION The Food Forest Farm Leave OSHC At 9:00am and return at 3:00pm  <p>Enjoy the morning learning how to grow organic food!</p>	Visitor GAMES 2 U  <p>Enjoy the morning playing activities with your friends 10am-12pm Games Theatre Laser Tag Hamster Ball</p>	Visitor SKATESCOOL Have fun with your friends learning how to skate! There will also be a roller disco with music, lights and fun filled games.  <p>Children will be required to bring their bike helmet's</p>
	Baked Potatoes	Rolls	Muffin Pizza's	Fish fingers & Veg
Anzac Day Service Closed	Get active and verse your friends on the wii and play station 	The Blacksmith Playground in Gawler Afterwards enjoy having lunch & a play at the playground 	TABLE TENNIS  <p>Have fun playing a game of table tennis in the gym with your friends</p>	Creative Constructions Use your imagination to create something special with recycled materials 

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 brought 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.

Excursions days		
Week 1	Tuesday 19 th April	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 21 st April	Port Noarlunga Adventure Playground -9.00 to 3.00pm: Please arrive at the service half before . The bus will leave at 9.00am sharp.
Week 2	Wednesday 27 th April	The Food Forest Farm -9.00 to 3.00pm: Please arrive at the service half before . The bus will leave at 9.00am sharp.



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

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

Monday 18 th	Tuesday 19 th	Wednesday 20 th	Thursday 21 st	Friday 22 nd
	Excursion movies		Excursion Port Noarlunga Playground	
Monday 25 th	Tuesday 26 th	Wednesday 27 th	Thursday 28 th	Friday 29 th
Anzac Day Centre Closed		Excursion The Food Forest Farm	Visitor Games 2 U	Visitor Skatescool

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 Tuesday 19 th April 2016.		
To attend the excursion to Port Noarlunga Adventure Playground on Tuesday 19 th April 2016.		
To attend the excursion to The Food Forest Farm on Wednesday 27 th April 2016.		
To my child/ren to take part in the Games 2 U visit on Thursday 28 th April 2016.		
To my child/ren to take part in the Skatescool visit on Friday 29 th April 2016.		

I hereby consent to the above information,

for my child/ren

Signature..... Date