



# WINTER VACATION CARE PROGRAM JULY 2018



## Wyoming Community OSHC



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## WYOMING COMMUNITY OSHC

This fee schedule will apply as follows:

- Before and After School Care from 2 July 2018
- Vacation Care from July 9<sup>th</sup> 2018

### STANDARD FEES. <sup>i</sup>

#### Daily fee per child:

Before School Care	\$19.00
After School Care	\$28.50
Vacation Care	\$60.00

#### Surcharges:

Equipment Levy	\$5.00 per child per term
Casual Booking Surcharge	\$5.00 per child per week
No Show Fee After School Care <sup>ii</sup>	\$20.00
Late pick up fee <sup>iiiiv</sup> thereof	\$15.00 per 15 minutes or part
Overdue Account Fee than 2 weeks in arrears	\$10.00 per week per a/c if more

<sup>1</sup> **Standard fee** is based on payment being made via the Hubworks I-Pay Direct Debit system. Payments made outside the direct debit system attract a \$4.50 surcharge per attendance.

<sup>1</sup> **No Show Fee.** This fee is charged where an absence for After School Care is not notified prior to 12 noon. Where an absence is not notified considerable staff time is spent trying to locate the child and contacting parents and/or emergency contacts and in some cases notifying the Police that a child is missing. A simple phone call before 12 noon will avoid this charge being levied.

<sup>1</sup> **Late Pick Up Fee.** The service operates until 6:30 pm which is later than many other similar OSHC services. If a child is picked up after this time this fee is applied. It is understood that sometimes delays are unavoidable, but if you are going to be late please arrange for a friend or family member to collect your child so that our staff can go home to their families. Please note that if there is no contact by parents/carers by 6:45 pm, and we cannot make contact, appropriate children's' services may be notified.

# welcome

to our Vacation Care Program for the July School Holidays. Our enterprising staff have once again come up with fun packed program for the children. For excursions, we will be gaining expert skills from trained professionals such as the Soccer 5's team at Tuggerah and the tennis team at Wyoming Tennis courts. On both of these days, the children learn specific skills and then have the chance to apply them in games. Our incursion will be a visit from the Video Games van which has been requested by the children.

## MEDICATION:

A medical management plan is required for any child who has ongoing medical issues including asthma and allergies. Medication will only be accepted if it is in its original packaging or a Webster Pack and can only be administered if prescribed by a health professional.



An authority form must be completed at the time of booking.  
**NO EXCEPTIONS**

## CHILD SAFETY & PROTECTION:

The Safety and Wellbeing of your Children is our First Priority. We are a **locally managed** Community based care service, approved by the Department of Education and Communities (Service Approval No: SE 00013740) & fully licensed by the Department of Employment, Education & Workplace Relations (DEEWR) for Child Care Benefits and Rebates. All supervisors are approved by the Australian Children's Education and Care Quality Authority (ACECQA) and have:

- Current Working with Children checks.
- Up to date First Aid Certificates including Asthma & Anaphylaxis Management.
- Undertaken *Identify & Respond to Children at Risk* training.

We **DO NOT** use volunteers, students on placement or older children to supervise your children.

*\*Gosford Regional Community Services Inc.*

# what do I need to bring?

## SPECIAL DAYS:

**SOCCER 5'S EXCURSION:** Children do not require soccer boots, but if they have them, they may choose to bring them.

**TENNIS EXCURSION:** The children will bring their lunch as they do every day, but please ensure the bag isn't too heavy as children will be required to carry their own bag when we walk to the tennis courts in Maidens Brush Rd. Please provide a re-fillable water bottle and make sure they bring a hat. They may bring a tennis racquet if they wish, but they will be provided.

**FOOD: Children get hungry!!** We don't provide food for children during Vacation Care. Please pack:

**A nutritious morning tea**  
**Afternoon snack**

**A substantial lunch**  
**A re-fillable drink bottle**



**PLEASE DO NOT SEND:** Any nuts or food products containing nuts; Soft drinks or "Fast food" (e.g. McDonalds, KFC, Subway etc.). We prefer children do not bring chips and lollies. **Note:** No cooking facilities are available. Please inform staff if your child's food needs refrigeration. Please note this cannot be guaranteed as space is limited

**CLOTHING:** Please don't send the children in expensive clothes, we DO use paint and glue and the children play outside. Children should be wearing:



**Enclosed, non-slip shoes - A hat that protects their face, neck & ears -  
A warm jacket or jumper - Sun-safe clothing suitable for the day's activities**

**Note:** Children should NOT wear singlet or tank tops, thongs, crocs, ballet slippers etc. They are unsuitable & parents will be asked to return with more appropriate items.



**PLEASE DO NOT BRING:** Mobile phones, toys, electronic games etc. They cause arguments & distress if the item is broken or lost. These items will be confiscated & returned at the end of the day. We do not accept responsibility for any personal item that is lost or broken.

## THE FINE PRINT

### FEES

Our current, daily standard fee is just \$60.00\* per child for up to 12 hours care. Fees are reduced by the amount of your Child Care Subsidy Scheme (CCSS). Generally CCSS is automatically deducted from your fees. For some, the cost can be less than \$4 per day! Compare these costs with other similar holiday activities. \* *Higher fees apply if direct debit is not used.*

### PAYMENT

We use Direct Debit for our fees to reduce administrative overheads. Fees are debited on the Thursday for the following week, based on estimated CCSS and any adjustments are processed in the following week. Bookings will not be accepted if accounts are in arrears. If you are experiencing financial hardship and require care due to work or study commitments, please speak to the Manager or Coordinator prior to the holidays.

### ACTIVITIES AND SURCHARGES

As a Not for Profit, Community based organization we aim to provide affordable child care for as many families as possible while ensuring that children attending Vacation Care experience the usual "holiday" activities. Where surcharges are added, it is to cover the cost of transport, entry fees, presenter fees, hire of equipment and wages for additional staff.

### CHILDREN WITH ADDITIONAL NEEDS

As a community organization we try to accommodate all children. However, due to the additional staffing required, and to ensure the safety and wellbeing of all children, enrolment of children with additional needs is dependent on the activities planned, the number of children attending and the complexity of the issue. Please contact the Coordinator Amanda Jefferys prior to the holidays to discuss your requirements.

### PLEASE BOOK EARLY

We conform to the Government's priority of access guidelines:

1. Children who are at risk or require emergency care
2. Children whose parents are working or studying
3. Any other child

### EMERGENCIES

**If you are not booked in your child cannot be accepted.** However, in an emergency we will always try to accommodate your needs. Please contact the Centre as soon as you are aware that you need care.

# the program

DAY	ACTIVITY
<b>MON 9 JULY</b>	<b>XMAS IN JULY</b> Why wait until December to play Christmas games and make glittery crafts? We can pretend we're in the Northern Hemisphere!
<b>TUES 10 JULY</b>	<b>SUPERHERO DAY</b> A fun day of games, activities and craft around this always popular theme. Come dressed up as your favourite superhero if you like!
<b>WED 11 JULY</b>	<b>SOCCER 5'S EXCURSION \$10 surcharge</b> This is a favourite and much requested day. After lunch we will catch a bus to Tuggerah where we will learn soccer skills and play games. Return to OLR at 3.30pm.
<b>THURS 12 JULY</b>	<b>WINTER COOKING DAY</b> A great day to learn how to cook healthy, hearty food on a cold day. Activities include making soup from scratch, scrambled eggs, cupcakes and fun games around this theme.
<b>FRI 13 JULY</b>	<b>MOSAIC DAY</b> A day for our fine motor skills! Children will make pot planters & interesting tile designs using mosaic patterns.
<b>MON 16 JULY</b>	<b>TRAINS, PLANES &amp; AUTOMOBILES</b> We'll be making rubber-band powered cars, self-propelled trains & flying paper helicopters in the morning & flying them in the afternoon.
<b>TUES 17 JULY</b>	<b>BEST OF DAY</b> What happens when you take all the favourite activities and put them into one fun day? Activities include making bug fossils, sherbet, piñata's, playing pie toss and much, much more!
<b>WED 18 JULY</b>	<b>TENNIS EXCURSION \$5 surcharge</b> Children and staff will walk to the tennis courts at Wyoming for a fun day of games with trained coaches.
<b>THURS 19 JULY</b>	<b>PJ VIDEO GAMES VAN DAY</b> Come dressed in you Winter PJ's. The Video van will be with us for the morning and children can play the latest age appropriate games. Craft in the afternoon.
<b>FRI 20 JULY</b>	<b>CRAZY FUN DAY</b> Working with clay, finding treasure and indoor bowling are just some of the activities planned for this day.

**PLEASE NOTE:** The program is subject to change without notice if it is deemed to be in the best interests of the children or there are insufficient bookings for an excursion

# booking form

DATE & ACTIVITY	FULL NAME OF CHILD NO 1	FULL NAME OF CHILD NO 2	FULL NAME OF CHILD NO 3
MON 9 JULY Christmas in July			
TUES 10 JULY Superhero Day	<b>FULL</b>	<b>FULL</b>	<b>FULL</b>
WED 11 JULY <b>Soccer 5's Excursion \$10 surcharge</b>			
THURS 12 JULY Cooking Day	<b>FULL</b>	<b>FULL</b>	<b>FULL</b>
FRI 13 JULY Mosaic Day			
MON 16 JULY Trains Planes & Automobiles Day			
TUES 17 JULY Best of Day			
WED 18 JULY <b>Tennis Excursion \$5 surcharge</b>			
THURS 19 JULY PJ Video Games Day			
FRI 20 JULY Crazy Fun Day			

- I agree to photographs being taken for publicity purposes
- I undertake to advise any change in contact details
- I am aware that payments are made by Direct Debit and that additional fees apply if any other payment method is used
- I agree to the emergency administration of first aid and to the transportation by ambulance to hospital if deemed necessary
- By signing this booking form I acknowledge that I understand the terms and conditions relating to bookings, attendance and payment of accounts.

Parent Name

Email address

Contact Phone Number

Signature

Date

***Building a community rich in social capital, supporting and responding to families' and individual's needs.***

Wyoming Community OSCH is one of many services and programs run by Gosford Regional Community Services.

For more information, see our Website and Facebook page.

**W:** [www.gosfordcommunity.org.au](http://www.gosfordcommunity.org.au)

**F:** <https://www.facebook.com/gosfordregionalcommunityservices>

