

## Two Weeks Autumn Holiday Dates: 15/04/24 to 29/04/24

**TIMES:** 7.00am to 6:30pm

**COSTS:** \$30.00 Vacation Care Registration  
\$80.00 daily booking (7.00am-6.30pm) plus registration  
\$20 daily fee for transfers or cancellations.

**VENUE:** Oxford Falls Grammar

**TO BOOK:** Download the forms from the Oxford Falls Grammar's website go to "Our Community". Scroll down to Vacation Care Forms and email to [scifojune@gmail.com](mailto:scifojune@gmail.com) Forms can also be collected from the Before & After School Care Centre or the school office before the end of term.

Please email booking to:

June Scifo  
Coordinator  
OFG Vacation Care  
1078 Oxford Falls Road  
Oxford Falls NSW 2100

**BOOK EARLY!**  
**m) 0410 489 192**  
e-mail: [scifojune@gmail.com](mailto:scifojune@gmail.com)

**Programmed venues are subject to change dependent upon numbers and weather.**

## Information

### WHAT TO BRING TO VACATION CARE

Please supply your child with morning tea, lunch, afternoon tea and bottled water (with a screw top lid) for refilling. Please provide enough nutritious food and drink for your child for the whole day – **NO NUTELLA, PEANUT BUTTER, NUTS, SESAME, FISH, EGG or KIWI FRUIT.** Bottled water is a must and. No gum or lollies please.

Due to increased numbers of children with life threatening allergies to **NUTS** we request your co-operation by **not sending peanut butter or nuts to Vacation Care with your child.**

Children should only bring spending money on excursion days if desired, but please **limit the amount to no more than \$5.00.** Note that it is at the discretion of the Centre staff whether or not your child will be allowed to purchase items on excursions.

Please leave all precious items at home (including mobile phones and i-pads) as they may be lost or broken. No responsibility will be accepted for children's property brought to the centre. Please name all items.

Children are able to bring their bikes, blades, skates, skateboards and scooters with helmets and protective gear.

**HELMETS are Compulsory & must be brought and worn for all wheel activities at all times when riding.**  
**There will be no sharing of wheels.**

### WHAT TO WEAR TO VACATION CARE

**Sunscreen to be applied daily before arrival and sun hat worn. NO Hat NO outdoor play!** Parents please apply sunscreen to your child every day before signing them into Vacation Care.

Ensure children wear suitable closed-in footwear. Runners are recommended. **NO thongs, open sandals or scuffs please** and a **MUST - short sleeves please – no off the shoulder tops or string straps** and a jacket for late afternoons and a suitable backpack with correctly fitting shoulder straps and workable zippers.

### GENERAL INFORMATION

The Vacation Care Centre provides supervised care and structured recreational activities for children aged 5-13 years, with two groups formed into ages 5-8 years and 9-13 years.

The Vacation Care Centre offers exciting, educational activities including incursions/excursions, art, crafts, sports, games, dress-ups and drama in a fully supervised recreational environment. The Centre is set up to cater for daily or weekly bookings.

It is the aim of the Centre to provide a high standard of care in our Vacation Care Centre with a ratio of supervisors to children 1:10 on excursion and in the Centre 1:5 for swimming.

Therefore the Centre agrees to:-

- Establish Centre rules for the safety and well being of all children and staff.
- Staff will communicate with parents regarding behaviour management.
- Consistent disregard of rules after three warnings, will result in exclusion from the program for a day, after consultation with the parents.
- Be responsible for the care of the child from the time the child arrives and is digitally signed in by the parent at the Centre and signing all waivers.
- Allow access to the child only to persons nominated on the Enrolment and Registration forms.  
All nominated emergency contact persons must be notified of their responsibility with authorisations obtained.

\* Employ Centre staff until 6.30pm.

For Quality Care to be maintained, parents/guardians are required to:-

- Complete Registration and Authorisations when booking, **especially asthma and anaphylaxis individual Action Plans signed off by their Doctor showing current date.**
- Advise Coordinator in writing of any changes to Registration/Authorisation information.
- Include on the Enrolment/Registration forms, Doctor's details, emergency contacts, special needs, disabilities or family circumstances which may affect the child whilst in care.

## Information – continued

- Inform the Coordinator in writing if a child is taking medication. Medication is to be supplied to the Coordinator for safety reasons. It must be in its original container and display the child's name.
- Medication must be within the 'use-by' date. The dosage administered will be in accordance with instructions on the container. **(Only prescription medications will be administered).**
- Prescription medications must be prescribed by a doctor.
- **Digital Sign In and Out is now mandatory when the child is DELIVERED AND COLLECTED from the Centre. Please have your own/unique pin number assigned to your mobile number.**

**Buses on excursion leave the Centre by 9.30am and return to the Centre no earlier than 2.45pm except in the event of rain.**

Please give notice in writing to the Coordinator if your child is to be collected by anyone not authorized to do so on the enrolment/registration form.

Collect the child by 6.30pm – collection after this time will incur a late fee of \$10 for each half hour after that time.

Use the Message Book which will be located next to the roll for parents and staff to communicate matters of concern.

Please allow the children to be dressed in casual clothes. (We take all care with art smocks, but during art and craft activities, staining might sometimes occur).

**Adhere to the Centre Rules for the safety and well being of all children and staff. Constant disregard of these Rules may result in exclusion from the program following consultation with Centre staff and parents.**

**Phone the Centre on 0410 489 192 to let the Coordinator know if the child is unable to attend on a booked day. A Doctor's certificate is required in the event of the child's care day being cancelled or a \$20 fee will be applied.**

Centre takes no responsibility for damaged, lost or stolen belongings during the program. For that reason, we encourage children not to bring valuable items to the Centre; this includes collectibles and all electronic devices/charges. Mobile phones, children bring them at their own risk and left in bags for emergency only. The Coordinator is to be notified of the child's swimming capability (with signed swimming permission notes) as children may be attending a supervised swim centre with professional qualified lifeguards in the warmer months. The 'Permission to Swim' note is within the compulsory Enrolment form and must be signed off by the parent before a child is allowed to swim and also a Photograph Permission note is required to be signed as well.

**PLEASE NOTE: There are no refunds. Transfers may be arranged in consultation with the Coordinator and a service fee of \$20 per day will be charged.**

**Requested same day casual bookings may not be honoured as the Government approved Centre numbers cannot be overbooked.**

Department of Health regulations apply in relation to Immunization. Children not immunized are to be excluded from the program for the duration of an outbreak of an Immunization preventable disease.

Information on time of departure and arrival for Excursions, special needs for the day, or late changes to the program (due to numbers or inclement weather) are displayed at the Centre. Parent/Guardians are responsible for ensuring they have all information required.

In the event of **heavy rain or extreme heat** the programmed activities will be reviewed and advised.

Your acceptance of these conditions is acknowledged by your signature on the Registration form.

Please direct any inquiries regarding these conditions to the Vacation Care Coordinator  
(m) 0410 489 192 (e) scifoJune@gmail.com

## Autumn 2024 Booking Form

### Permission to take children on excursions.

I give permission for my child/children to participate in excursions from the Centre by  
Minibus, car, train or ferry.

Signature of parent/guardian \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

### Permission to allow children to participate in sporting activities e.g. rollerblading, soccer, football, ox tag, basketball and (swimming Yes / No )

I give permission for my child/children to participate in sporting activities

Child's name \_\_\_\_\_ Fitness ability \_\_\_\_\_

Child's name \_\_\_\_\_ Fitness ability \_\_\_\_\_

Child's name \_\_\_\_\_ Fitness ability \_\_\_\_\_

Signature of parent/guardian \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Attendance (please circle which days your child/children will attend)

Week 1 (15/04/24) to (19/04/24)	Mon	Tues	Weds	Thurs	Fri
Week 2 (22/04/24) to (26/04/24)	Mon	Tues	Wed	P/H	Fri
Week 3 (29/04/24)	Mon	School			

Payment by - EFT please

Direct Deposit Details

BSB - 082132 A/C - 530596905 A/C Name - OFG Care

Signature of parent/guardian \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## Autumn 2024 – Registration

Family Name \_\_\_\_\_

Children's Names:

1. \_\_\_\_\_ CRN \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

2. \_\_\_\_\_ CRN \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

3. \_\_\_\_\_ CRN \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent/Guardian Information – (Authorised to collect child/children)

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Address: \_\_\_\_\_

\_\_\_\_\_

CRN \_\_\_\_\_

DOB \_\_\_\_\_

Mobile Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

**Medical Information – Asthma or Anaphylaxis – Medical Action Plan form please**

Family Doctors name: \_\_\_\_\_ Ph. \_\_\_\_\_

Address \_\_\_\_\_

Medicare Number (optional): \_\_\_\_\_

**OFG Care is registered with the Asthma Foundation of NSW. Please supply:**

The relevant medical history; allergies, disabilities or medication (please specify).

Asthma information is to be filled out on a separate form.

**Please ask Coordinator for Asthma/Anaphylaxis form.**

Emergency Contact Person: 1) \_\_\_\_\_ Ph \_\_\_\_\_  
(not parent)

Emergency Contact Person: 2) \_\_\_\_\_ Ph \_\_\_\_\_  
(not parent) (Other than Mother and Father)

**Medical Consent –**

I hereby give permission for the staff of the centre to seek medical attention for the above child/children in the case of an accident/emergency.

Signature of parent/guardian

Date








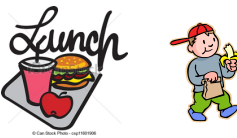

\_\_\_\_\_ / \_\_\_\_/\_\_\_\_

OXFORD FALLS GRAMMAR  
**vacation care**  
Registered Child Care

Autumn 2024

Week 1


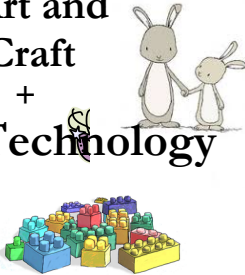


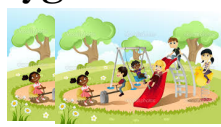




Dates: 15/04/24 to 19/04/24

Monday 15/04/23	Zone Bowling Dee Why Excursion 10.00-12.00	Lunch + Dress Ups and Drama 	Reverse Garbage Making robots/spaceships + Pop Art Incursion 1.30-3.00
Tuesday 16/04/24	9D Cinema Van Incursion 10.00-12.00	Fun Time Archery- incursion 1.30-3 	Skate & Scoot on the basketball court 3.30– 4.00 
Wednesday 17/04/24	Taronga Park Zoo Excursion 10.00- 2.00	Lunch with the animals 	Japanese Music Incursion 2.30 - 3.30 
Thursday 18/04/24	Pittwater Golf Mini Golf Narrabeen Excursion 10.00 - 12.00	Rafic from Super Cody “Super Robots ‘ Incursion 1.30-3.00	Basketball & computers at the centre 
Friday 19/04/24	Rock House Rock Climbing 10-12 excursion 	Lunch 	Insects + Worms sustainability incursion 1.30-3pm 



## Autumn 2024 Vacation

Week 2 Dates: Mon 22/04/24 to Mon 29/04/24

Monday 22/04/24	Ryde Aquatic Swimming Centre Excursion 10.00-1.00	Lunch At the  Aquatic Centre	Art and Craft + Technology 
Tuesday 23/04/24	Warriewood Movies  Excursion 10am to 12.30pm	Lunch at the playground 	Sportspro Hockey Incursion 2.30 to 3.30
Wednesday 24/04/24	Tennis Centre Excursion 10.00 – 12.00	Lunch at the Playground 	Julie's Karaoke Show Incursion 1.30-3.00
Thursday 25/04/24	Anzac Day Lest We Forget	Public Holiday	Closed
Friday 26/04/24	Laser Warriors Incursion 10.00 to 12.00	RAW ART at the Centre Incursion 1.30-3.00 	 Soccer/football incursion 300 – 4.00
Monday 29/04/24	All Day Science with Ranger 10.00 - 2.00	Lunch on the Playground 	Technology + Art/Craft  2.30pm - 3.30pm