



2 Weeks Spring Holiday 30/09/24 to 11/10/24

TIMES: 7.00am to 6:30pm

COSTS: \$30.00 Family Registration for vacation care program plus
\$90.00 daily booking (7.00am–6.30pm)

Please note–Cancellations will incur a service fee of \$20.00.

VENUE: Oxford Falls Grammar, 1078 Oxford Falls Rd, Oxford Falls 2100.
TO BOOK: Download a program from the school website www.ofg.nsw.edu.au
click on After School Care under 'Our Community'. Registration & Booking Forms
can also be collected from the Before and After School Care Centre or the school
office. Please email with payment 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

Programmed activities are subject to change dependent upon numbers and weather.

Oxford Falls Grammar Vacation Care

Program Information

WHAT TO BRING TO VACATION CARE

- Please supply your child with morning snack, lunch, afternoon snack and water (with a screw top lid) for refilling.
- Please provide enough nutritious food and drink for your child for the whole day. Some examples of nutritious food and drink to send with your child are: *Cheese and Crackers *Celery and Carrot sticks * fruit *Meat and salad sandwiches *Chicken and lettuce sandwiches, ***WATER**.
- **NO NUTELLA, PEANUT BUTTER, NUTS, KIWI FRUIT, FISH or EGG.**

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

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

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

***Helmets and closed in shoes must be worn for all wheel activities at all times.**

***There will be no sharing of scooters, bikes or skate boards.**

WHAT TO WEAR TO VACATION CARE

Sun hat and sunscreen – **NO Hat NO outdoor play! Parents please apply sunscreen to your child every day before signing in your child and dropping them to Vacation Care.**

Ensure children wear suitable clothing including closed-in shoes (NO thongs), short or long sleeves and a jumper for late afternoons and a suitable backpack with straps fitted to your child's shoulders and workable zippers.

GENERAL INFORMATION

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

The Vacation Care Centre offers exciting activities including excursions/ incursions, art and crafts, sports, games 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 excursions and 1:10 in the Centre. Therefore the Centre agrees to:

- Establish Centre **rules of respect** for the safety and well-being of all children and staff.
- Staff will communicate with parents regarding the child's behaviour management.
- **Consistent disregard of rules however (that is, three warnings) will result in the child's exclusion from the program in consultation with the parents.**
- **We will be responsible for the care of the child from the time the child is digitally signed in for waivers by the parent/guardian at the Centre, until the child is digitally signed out by parent or guardian.**
- **Allow access to the child only to persons nominated on the Registration/Enrolment Form.**
- **All enrolment/registration forms must be fully completed and signed off by parents/guardians.**
- Employ Centre staff until 6.30pm.
For Quality Care to be maintained, parents/guardians are required to:-
- **Complete all Enrolment, Registration and Authorization details making any bookings, especially anaphylaxis & asthma Medical Action Plans.**
Advise staff at the Centre in writing of any changes to Registration Information.



Oxford Falls Grammar Vacation Care Program Information (continued)

- Include on the Enrolment/Registration form, details of any special needs, disabilities or family circumstances which may affect the child whilst in care.
- Inform Centre staff, in writing, if a child is taking medication. Medication is to be surrendered to Centre staff for safety reasons. It must be in its original container & 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.**
- **PLEASE HAND SANITIZE, ELECTRONICALLY SIGN THE REGISTER when the child is DELIVERED AND COLLECTED from the Centre.**

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

Please collect your 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 register for parents and staff to communicate matters of concern.

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

Adhere to the Centre Rules of Respect for the safety and well being of all children and staff. Constant disregard of these Rules (that is, three warnings) may result in your children being excluded from the program following consultation with Centre staff and parents.

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

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; these include electronics, collectibles, swap cards, mobile phones, I-pads and I-phones and charges.

Children bring electrical devices with their charges at their own risk. Names should be put on all electrical devices with charges. There will be no sharing of these items.

PLEASE NOTE: There are no refunds. Transfers may be arranged in consultation with the Coordinator and a service fee of \$20-00 per day will be charged to do so.

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

Information on special needs for the day or late changes to the program (due to number of children or weather changes) is displayed at the Centre during opening hours.

Parent/Guardians are responsible for ensuring they have all information required.



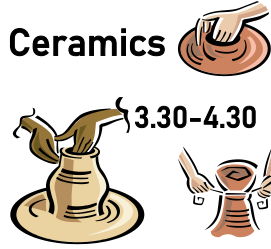



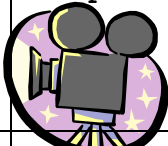









Your acceptance of these conditions is acknowledged by your signature on the Enrolment/Registration form.

Please direct any inquiries, text or ring regarding these conditions to the Vacation Care Coordinator, June on;








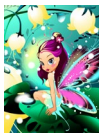



(m) 0410 489 192
(e) scifojune@gmail.com

Oxford Falls Grammar Vacation Care

Week 1 - Spring 2024
 30/09/24 to 04/10/24

| | | | |
|---|---|--|---|
| <p>Monday 30/09</p> | <p>Taronga Park Zoo 10-2pm Excursion</p>  | <p>Kite Making</p>  <p>3-3.30pm</p> | <p>Ceramics</p>  <p>3.30-4.30</p> |
| <p>Tuesday 01/10</p> | <p>Dee Why Zone Bowling & Time Zone Excursion 10am to 1.30pm</p> | <p>Slime games</p>  | <p>soccer, games & handball</p>  <p>3.00 to 4.30</p>  |
| <p>Wednesday 02/10</p> | <p>Warriewood United Cinema Excursion 10-1pm</p>  | <p>Lunch</p>   <p>SPORT & Playground Fun</p>  | <p>Sustainability Nature craft</p> <p>2.30pm-3.30pm</p>  |
| <p>Thursday 03/10</p> | <p>Rock House Excursion Waiver required 10am to 12 noon</p> |  <p>Basketball/footy & Handball</p> | <p>Science experiments</p>  <p>2pm-3pm</p>  |
| <p>Friday 04/10</p> | <p>Jumped Excursion 10-12 Waiver required</p> | <p>Lunch at the playground</p>  <p>+ Cricket, soccer, footy</p> | <p>Indigenous Cultural Art + Craft + computers</p>  |

Week 2 - Spring 2024
 07/10/24 to 11/10/24

| | | | |
|--|--|--|---|
| <p>Monday 07/10</p> | <p>Labour Day  Public Holiday</p> | <p><i>Closed</i></p> | <p>Closed</p> |
| <p>Tuesday 08/10</p> | <p>Mobile Laser Tag Nerv Wars Incursion 10.00 to 12.00</p> | <p>Card-board creations </p> | <p>Super Cody Air Combat Mission Incursion 1.30pm -3pm</p> |
| <p>Wednesday 09/10</p> | <p>Wizzy World Indoor Play Centre Excursion 10-2pm</p> | <p>Art and craft at the Centre </p> | <p>Cricket on the oval </p> |
| <p>Thursday 10/10</p> | <p>Macquarie Centre Ryde Ice Skating Please sign waiver 10am-2pm Excursion</p> | <p>  Spring ART  </p> | <p>Clay Animals   </p> |

**Friday
11/10**

TENNIS
EXCURSION
10AM-1PM

Lunch in the Park

1.30pm - 2pm



**Ball Games
& Treasure
Hunt
3.30-4pm**



Information

Standard of Care

OFG Vacation Care operates in accordance with the requirements set forth by the Australian Children's Education & Care Quality Authority (ACECQA) including the National Quality Framework (NQF) and the framework for school age care in Australia, My Time Our Place (MTOF).

Philosophy

OFG Vacation Care aims to provide the highest quality education and care service for children in an educational, fun and safe environment.

At OFG Vacation Care we:

- Provide an inclusive and anti-biased approach to our education and care service which welcomes and includes all children and families regardless of ability, language, race, culture, gender, religion, socioeconomic status, family structure or lifestyle, within the capabilities of the service
- Promote a positive environment where children have the opportunity to learn, explore, develop and be creative while fostering respect, self esteem and the unique contribution of each individual child
- Acknowledge play as a vital part of a child's development and we encourage and support the principles of play through our programming by looking at the needs, interests and abilities of all children
- Promote teamwork and value staff whom we support through communication, training and development.
- Build respectful partnerships with families and the community
- Value and respect all people groups, the natural environment in which we live and encourage children to love and respect nature, the land and animals, fostering an eco-friendly centre by recycling and discouraging waste
- Encourage children to explore social learning by developing new friendships, negotiate rules of play and be encouraged to develop independent cognitive skills.



General Information

Vacation Care is for children 5 to 13 years old attending primary school.

Cancellations will incur a \$20 fee once your booking has been processed unless a medical certificate is supplied for the day/s missed within one week of the missed day/s.

Staff are employed from 7.00am to 6.30pm and children are to be electronically signed in and out by a parent/guardian between these times. Children will only be allowed to leave the Centre accompanied by an adult nominated in your Kidsoft registration. Notice in writing is required if the child is to be collected by anyone not nominated in your Kidsoft registration. Centre staff will make an alternative arrangement if a person collecting the child is not a Parent/Guardian or Emergency Contact stated on your Kidsoft registration – or if the child could be at risk – this is up to staff discretion.

Prescription medication can only be administered by staff with written permission from parents/guardians and be in the original packaging. Non-prescription medication is not permitted at Vacation Care. See centre staff for further details.

Information continued

G rated movies may be shown at the centre, please see staff if you have any concerns about this. Every effort is made to provide the activities exactly as advertised on the program, however sometimes, due to circumstances out of our control, this is not possible. If an activity is cancelled we will try to provide another activity and inform families as early as possible, usually on the morning of the scheduled activity via signage at the centre.

Centre and Program rules are established for the safety and well-being of all children. Consistent disregard of rules ‘after three warnings’ may result in exclusion from the program for a day following consultation with staff and the parents/guardians.

What to Bring to Vacation Care

Children need to bring a hat, lunch, snacks and water in a refillable drink bottle. We suggest you pack a frozen ice brick with your child’s lunch to help prevent the growth of bacteria and keep it cool until lunch time.

Children should not bring expensive valuables to Vacation Care as they may be lost.

Vacation Care will not be responsible for lost valuable items.

What to Wear to Vacation Care

Please clearly label all items!

Sunhat and sunscreen – no hat means children may only be allowed to play in the shade or they can wear one of the centre’s hats for the day. Children without hats may miss out on outdoor activities!

Parents – please apply sunscreen to your child every day before dropping them to Vacation Care. Sunscreen will be available at the centre.

Clothing should be practical and sun smart. Singlet tops are not appropriate as exposed shoulders are prone to sunburn.

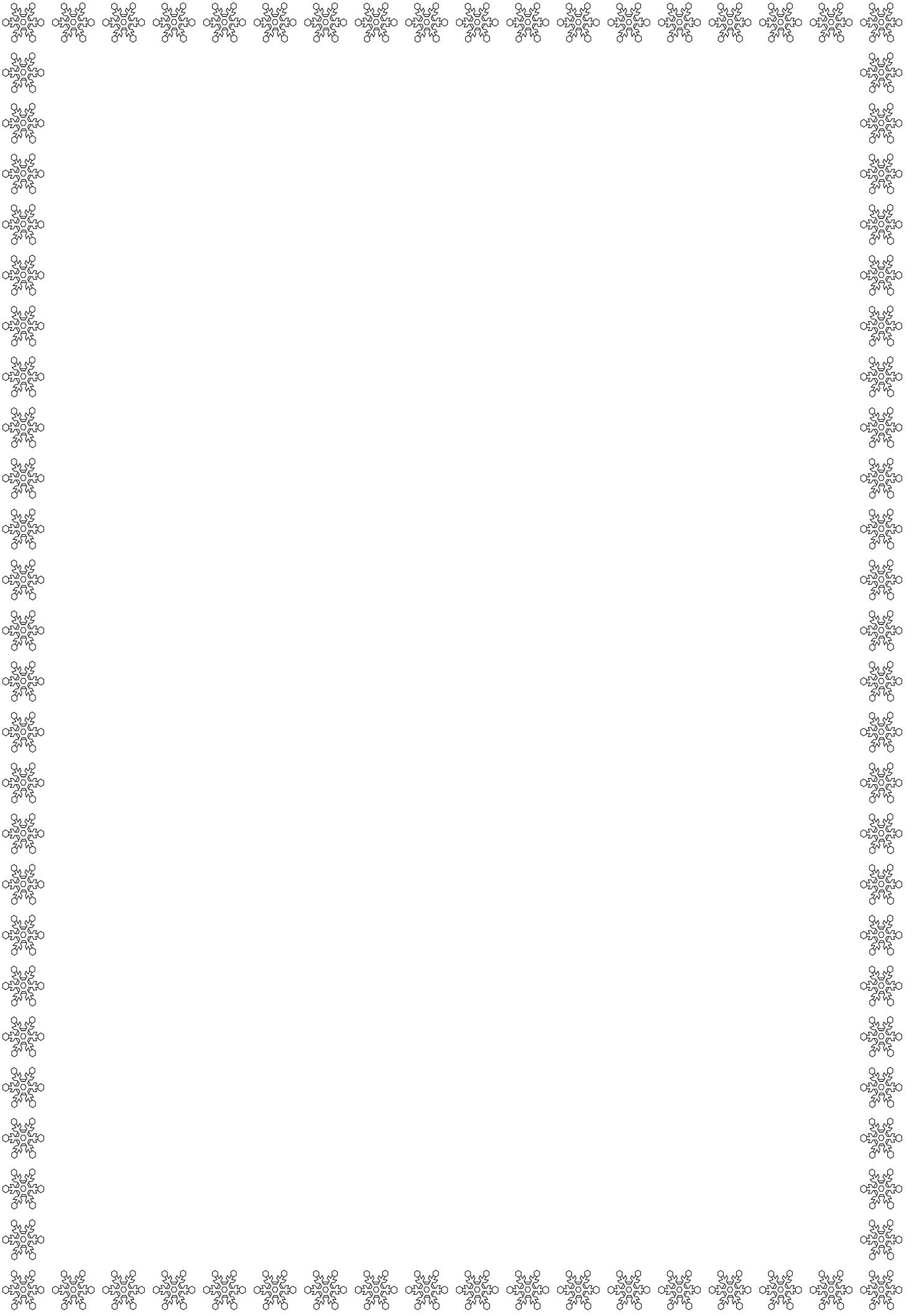
Please note that the centre often does messy activities so be prepared for perhaps soiled clothes at the end of the day! The Centre does provide art smocks for painting and clay.

Covered shoes only – thongs, slides and most sandals are NOT appropriate or safe footwear at Vacation Care. ‘Wheelie’ shoes and Crocs are also inappropriate footwear for Vacation Care. Children who do not have appropriate footwear may not be able to participate in some activities. **Food** - Help us be allergy friendly! Many children have allergies to various foods. - Nut allergies are especially common.

Please help us by not providing any nuts or nut products (including peanut butter and hazelnut spread) in your children’s lunches and snacks.

Please provide healthy snacks and lunches. Lollies, sugary drinks and sweets are





Registration
Vacation Care 2024

Family Name _____

Mother's Name _____ CRN _____ D.O.B. ___/___/___

Father's Name _____ CRN _____ D.O.B. ___/___/___

Children's Names:

1. _____ CRN _____ M/F D.O.B. ___/___/___

2. _____ CRN _____ M/F D.O.B. ___/___/___

3. _____ CRN _____ M/F D.O.B. ___/___/___

Home Address _____

Parent/Guardian Information

Name: _____ Name: _____

CRN ----- CRN -----

Home Address: _____ Home Address: _____

Place of employment: _____ Place of employment: _____

Contact No. _____ Contact No. _____

(m) _____ (m) _____

(e) _____ (e) _____

Medical Information

Family Doctor's name: _____ Ph: _____

Medicare Number: _____

Please supply all medical history; (allergies, disabilities or current medication)

Does your child have anaphylaxis or asthma? *(Please circle)* Yes / No

OFG Care is registered with the Asthma Foundation of NSW. Asthma information is to be filled out on a separate form. Please ask Coordinator for Asthma/Anaphylaxis Medical Action Plan form.

Medical Consent

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

Signature of parent/guardian

_____ Date ___/___/___



Booking Form
Vacation Care 2024

Permission for children to participate in excursions/incursions:

I give permission for my child/ren to participate in excursions/ incursions at OFG Care.

Signature of parent/guardian _____ Date ____/____/____

Permission to allow children to participate in all Sporting Activities at the Centre

I give permission for my child/children to participate in sporting excursions/ incursions, including but not limited to scooters, bike riding, rollerblading, putt putt golf, tennis, basketball, handball, soccer, football, lazer games and ice skating.

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/ren will attend)

Week 1 (30/09/24 to 04/10/24) **Mon** **Tues** **Wed** **Thurs** **Fri**
Week 2 (07/10/24 to 11/10/24) **P/H** **Tues** **Wed** **Thurs** **Fri**

**Advance Payment is required by Funds Transfer please to the OFG Care Account
BSB 082132 Account 530596905**

General Permission

I agree with the terms stated on this information, registration and enrolment form

(Please sign to say that you agree with the conditions).

Signature of parent/guardian

_____ Date ____/____/____