

Brighton Primary School OSHC

Brighton Primary School OUTSIDE SCHOOL HOURS CARE

1 Hight Ave, Brighton 5048
PH: 8358 4352/ 0488 238 223



Dec/Jan 2024 Vacation Care

Welcome to Brighton Primary School Vacation Care. We aim to provide a safe, fun, friendly environment where children can enjoy their holidays. Students will be able to experience a variety of excursions, art and craft activities, sports, cooking and lots more.

The program will run from Monday the 18th to Thursday the 21st of December.

The service will be closed for 2 weeks.

The service will re-open on Monday the 8th of January and run to Thursday the 25th of January.

Group 1 and 2

Certain days children will be categorized by group 1 or 2.

Group 1 is foundation to year 2.

Group 2 is year 3 to year 6.

Book your child in for the year/group they will be in for 2024 (i.e. if your child is in year 3 in 2024 they will be in group 2)

Vacation Care times/fee

Open: 7:00am Close 6:30pm

Vacation care fee: \$65

We will accept bookings from Monday the 27th of November.

Bookings will be confirmed Via text.

WE WILL NOT ACCEPT BOOKINGS AFTER Monday the 11th of December.

BOOKINGS WILL ONLY BE ACCEPTED WITH A RETURNED COMPLETED BOOKING SHEET Via email or dropping into OSHC.

Bookings over the phone will not be accepted.

Vacation Care Bookings

To confirm your booking **please complete, sign & return the booking form. REMEMBER SPACES ARE LIMITED:** once we fill those places, we **do not accept additional bookings.** Waiting lists are available during Vacation Care..

Child Care Subsidy

For CCS reductions please make sure that you are registered for approved childcare with Centrelink (13 61 50) and refresh your details on **MYGov** if 8 weeks have lapsed. *Please ensure that you supply us with the best possible emergency contact number each day of your child's attendance and be familiar with the times and requirements for each day that your child attends.*

ACCOUNTS & CANCELLATIONS

All bookings will be charged to your account weekly. **All accounts must be paid prior to vacation care bookings being accepted.**

Please see the director if you require any further information.

Full day fees will apply to cancellations to cancel a vacation care booking at no charge the service must be notified **a week before** the booking. Bookings can be cancelled at no charge with a doctor's certificate.

ARRIVING TO OSHC

Children must arrive at the service by 9:00am on excursion dates, unless stated earlier. Failure to do so will mean your child will risk missing out on the excursion.

Signing your child in and out.

An approved person must sign in children on arrival and departure using our electronic attendance system.

The family assistance office who provides the childcare subsidy requires that all attendances be properly recorded in order to validate Child Care Assessment Claims.

It is also a safety requirement that all children be signed in and out of OSHC so staff can accurately account for all children in the event of an emergency.

COVID-19

Due to COVID-19 excursions and incursions can change at any time to make sure we are keeping in the guidelines and the restrictions.

Weather

Excursions and incursions can change at any time due to extreme weather.

If the temperature is forecasted at 36 degrees or over outdoor excursions will be cancelled.

Lunch

Lunchtime is between 12:00pm and 1:00pm. **Children are required to bring their brain food, recess, and lunch daily unless specified on the program.** The center provides healthy afternoon snack. However, it is always best to supply an extra snack in your child's lunchbox. Water is always available throughout the center -based days. Should your child have any specific dietary requirements please inform the center prior to arriving.

Vegetarian, Halal, and gluten free options are available for those with allergies or cultural requirements.

Children who do not bring lunch will be supplied with a sandwich and a piece of fruit. If this is provided, the cost of \$5.00 will be added to your account to cover the cost.

We provide a recreational based program, and we encourage healthy food options that will provide energy and nutrition for your child throughout the day.

WHAT TO BRING

Please provide brain food, recess, lunch, and water in a drink bottle for your child, unless stated otherwise.

A sun smart hat.

WHAT TO WEAR

Children need to be wearing **ENCLOSED shoes** (thongs and sandals are not acceptable).

Clothing with sleeves (no singlets or thin straps.)

Children may be sent home if these guidelines are not met due to safety reasons.

The service recommends children pack clothing for hot weather sun smart clothing to protect from heat/uv rays

Guideline to Nut and Other Allergies:

- A dietary register of students with allergies is kept in the OSHC records.
- Staff encourage children to be aware of the no nut policy and encourage them to be pro-active in not bringing nut products when attending OSHC.
- On excursions, discussions are held with venues regarding food that can be of a potential risk. (Children will be guided in purchasing food respectfully and ensure any food that is purchased follows the allergies guidelines).
- Children will be encouraged to let us know if they have a nut product in their lunch box.

We do have children with serious allergies to certain foods so in line with the school's policy please pack your child's lunch boxes thoughtfully.

Devices

Children are **not** permitted to bring any form of device with them to Vacation Care. The service has a range of computers, iPads & devices that children will have the opportunity to use throughout the program at Square Eyes Hour.

Brighton Primary School OSHC

Dec/Jan 24 Vacation Care

Consent Form

BOOKINGS WILL ONLY BE ACCEPTED WITH A RETURNED COMPLETED BOOKING SHEET Via email or dropping into OSHC.
Bookings over the phone will not be accepted.

I give permission for my child/ren _____
to attend the following incursions/excursions. I am aware of arrival and departure times, modes of transport, child/staff ratios, risk assessments, cancellation policies, policies and what my child/ren will need each day.

Parent Name: _____ **Signature:** _____
Date: _____

I have read and understood the centre's policies on bookings, cancellations, payment, sun safety, water, nutrition, spending money, footwear, electronics, and extreme weather. **YES / NO**

I understand that if I have outstanding fees of over 21 days my bookings will not be accepted until payment is made in full. **YES / NO**

My child has an allergy to sunscreen. **YES / NO (If yes, sunscreen will need to be provided)**

I give permission for my child/ren to use sunscreen supplied by OSHC, in the event that no sunscreen has been provided. **YES / NO**

I give permission for OSHC staff to administer first aid and in cases of emergencies; I give permission to call an ambulance. **YES / NO**

I have read and agree to 'Vacation Care Important Information' form. **YES / NO**

I understand due to circumstances beyond the control of the centre management changes may occur to the advertised program due to inclement weather, staffing arrangements or Covid-19 for a proposed excursion and may result in my child staying in the OSHC centre for the day. **YES / NO**

I am aware of the Excursion Policy and can ask OSHC for a copy. **YES / NO**

Medical and Health Information

Does your child/ren have a health care need that could affect their safety at Out of School Hours Care?
YES/NO

If YES please explain and ensure OSHC staff are provided with the appropriate medication and health care/medication plan.

Parent Signature: _____ **Date:** _____

Photographs & Permission for sharing

I give permission for photos of my child/ren _____ that are taken in vacation care to be shared onto the app Seesaw where other Brighton Primary School OSHC families that are connected can see.

Parent Name: _____ **Signature:** _____

Date: _____

Brighton Primary School OSHC

Dec/Jan 2024

Booking Sheet

WE WILL NOT ACCEPT BOOKINGS AFTER Monday the 11th of December

BOOKINGS WILL ONLY BE ACCEPTED WITH A RETURNED COMPLETED BOOKING SHEET Via email or dropping into OSHC.

Bookings over the phone **will not be accepted.**

Full day fees will be **charged to cancellations** with **less than a week's notice.**

To cancel a vacation care booking at no charge the service must be **notified a week before** the booking.

Bookings can be cancelled at no charge with a doctor's certificate.

Child/ren Name: _____

Vacation Care Bookings

REMEMBER SPACES ARE LIMITED once we fill those places, we **will not** accept additional bookings.

Waiting lists are available during Vacation Care.

Group 1 is foundation - year 2.

Group 2 is year 3 - year 6.

Book your child in for the year/group they will be in for 2024

Date	Activity/Excursion	Excursion/ Incursion permission <u>Guardian to sign</u> Group 1 foundation - year 2	Excursion/ Incursion permission <u>Guardian to sign</u> Group 2 year 3 - year 6
MON 18/12	G1 – Marion outdoor pool G2 –Wheelies day		
TUES 19/12	G1 – Wheelies day G2 – Marion outdoor pool		
WED 20/12	End of year fiesta		
THUR 21/12	Fasta Pasta		
FRI 22/12	Service closed	Service closed	Service closed
MON 8/01	Gaming party hire		
TUES 9/01	Tie dye day		
WED 10/01	Capri cinema “Wish”		
THUR 11/01	Brighton Beach day		
FRI 12/01	Circus day		

Brighton Primary School OSHC

Dec/Jan 2024

Booking Sheet

WE WILL NOT ACCEPT BOOKINGS AFTER Monday the 11th of December

BOOKINGS WILL ONLY BE ACCEPTED WITH A RETURNED COMPLETED BOOKING SHEET Via email or dropping into OSHC.

Bookings over the phone **will not be accepted.**

Full day fees will be **charged to cancellations** with **less than a week's notice.**

To cancel a vacation care booking at no charge the service must be **notified a week before** the booking.

Bookings can be cancelled at no charge with a doctor's certificate.

Vacation Care Bookings

REMEMBER SPACES ARE LIMITED once we fill those places, we **will not** accept additional bookings.

Waiting lists are available during Vacation Care.

Group 1 is foundation - year 2.

Group 2 is year 3 - year 6.

Book your child in for the year/group they will be in for 2024

Date	Activity/Excursion	Excursion/ Incursion permission Guardian to sign Group 1 foundation - year 2	Excursion/ Incursion permission Guardian to sign Group 2 year 3 - year 6
MON 15/1	Funtopia		
TUES 16/1	Megazone		
WED 17/1	Messy Craft Day		
THUR 18/1	Kids vs educators		
FRI 19/1	Brighton oval scavenger hunt		
MON 22/1	Teddy bear picnic		
TUES 23/1	Wet and Wild at OSHC		
WED 24/1	X-Golf Marion		
THUR 25/1	Roller skating Blackwood		
FRI 26/1	Australia Day service closed	service closed	service closed