

Register your child/ren for the September program

September Vacation Care 2021 Enrolment & Procedures

Vacation Care bookings can now be made by contacting the Mount Evelyn Primary School OSHC office. Forms must be completed in full and can be submitted directly to the OSHC office or emailed to osh@mtevelynps.vic.edu.au. Processing will occur from Monday, 12th July 2021 and you will receive a booking confirmation, statement and invoice.

PAYMENT IN FULL MUST BE RECEIVED BY 6.30PM ON MONDAY, 6th SEPTEMBER 2021.

CURRENT USERS OF BEFORE & AFTER SCHOOL CARE WILL HAVE THE FEES ADDED TO THEIR EXISTING ACCOUNTS.

ALL OTHER ACCOUNTS MUST BE PAID FOR IN FULL. PAYMENTS CAN BE MADE USING OUR QKR APP.

BOOKING CANCELLATIONS WILL NOT BE REFUNDED, (UNLESS OTHERWISE SOLD) AND ONLY THEN WILL ACCOUNTS WILL BE CREDITED.

NO CASH REFUNDS.

Mt Evelyn PS Combined Vacation Care Cost: \$100.00 per day less your CCS subsidy.

Mt. Evelyn Primary School OSHC/Vacation Care is an approved childcare provider and is eligible to offer CCS fee deductions. Please contact Centrelink on 13 61 50 for further information. You must provide your CRN numbers upon enrolment for any CCS subsidy to apply. The My Gov account for your family must be current and an activity statement completed for you to receive the CCS subsidy.

Program Hours: 6:30am – 6:30pm

Attendance is requested during the core program hours of 9am – 4.30 pm. Children on excursions must be in attendance by 8.45am and will return to Mt. Evelyn Primary School before 4.30pm.

CONDITIONS OF ENROLMENT

Please Note - This program is only available to children currently attending a primary school.

No child shall be accepted into the program without A COMPLETED ENROLMENT FORM, ALLERGY FORMS COMPLETED MEDICAL ACTION PLAN, A COPY OF THEIR IMMUNIZATION RECORDS and ALL MONIES OWING PAID IN FULL. No cash refunds will be issued.

A refund will only be credited to your account if a medical certificate outlining details of your child's inability to attend the program is provided within 7 days of your child's absence from the program. Any cancellation, once the booking has been submitted, will be charged accordingly unless your child's position can be filled by another family on the waiting list for the day or days cancelled. Lunch, snacks, drinks & hats are to be supplied daily by the parent/guardian.

A change of clothing appropriate to the weather is recommended. The wearing of hats is compulsory during the months of September through to April. It is also a requirement that children be dressed in enclosed shoes at all times.

- All medication is to be handed to qualified staff upon arrival each day. This must be in the original container bearing the original label and the child's full name. An authorization medical form must be completed.
- Non-essential/personal items including toys, electronic games, jewellery and money are not permitted at the program unless otherwise specified. No responsibility will be taken by staff or the program for loss or damage of such items.
- If a child's conduct is perceived as inappropriate or endangering, the coordinator/nominated supervisor reserves the right to engage in a discussion with the family to determine the appropriate response and a way forward.
- Children are required to be present by 8.45am on excursion days.
- Children must be collected no later than 6:30pm or a late fee will apply

1. **Child's Name:** _____

Date of Birth: ____/____/____ Age: _____ years _____ months _____

Name of current school attended: _____

2. **Child's Name:** _____

Date of Birth: ____/____/____ Age: _____ years _____ months _____

Name of current school attended: _____

3. **Child's Name:** _____

Date of Birth: ____/____/____ Age: _____ years _____ months _____

Name of current school attended: _____

Address: _____ Suburb _____ Postcode _____

Email Address: _____

Contact phone numbers: (whilst your child is in attendance at Mt. Evelyn Primary School OSHC)

I, _____, being parent/guardian of the above named child have sighted the risk assessments for the excursion to Reading Cinemas on Tuesday 21st Sept, GAMR on Thursday 23rd Sept and Jump Deck on Tuesday, 28th Sept. I hereby provide consent for my child/ren to attend these outings as scheduled.

Please tick & sign if your child is attending the excursions listed below.

Tuesday, 21 st September Reading Cinemas	Thursday, 23 rd September GAMR Laser Tag	Tuesday, 28 th September Jump Deck

Parent/Guardian signature: _____

Date ____/____/2021

Day/Date	Program	Tick Day Attending	Tick If Working
Monday, 20 th September	Teddy Bear Picnic Day		
Tuesday, 21 st September	Reading Cinemas Excursion Address: Maroondah Hwy, Chirnside Park 3116 Transport: Bus Proposed activities: Latest release PG Movie Duration: Leave 9.00am and will return to Mt. Evelyn Primary by 12. 30pm		
Wednesday, 22 nd September	AFL Day		
Thursday, 23 rd September	GAMR LASER TAG Excursion Address: Level one 25 Fletcher Rd, Chirnside Park 3116 Transport: Bus Proposed activities: 2 games of Laser Tag Duration: Leave 9.30am and will return to Mt. Evelyn Primary by 2.00pm. Children maybe divided into 2 groups for this excursion.		
Friday, 24 th September	AFL Public Holiday CLOSED		
Monday, 27 th September	Farm Animals Incursion		
Tuesday, 28 th September	Jump Deck Excursion Address: 123 Lewis Road Knoxfield Vic 3180 Transport: Bus Proposed activities: Trampoline activities Duration: Leave 9.30am and will return to Mt. Evelyn Primary by 2.00pm. Children maybe divided into 2 groups for this excursion.		
Wednesday, 29 th September	Wheels Day		
Thursday, 30 th September	Happy birthday Vacation Care Incursion Jumping castles & Bungee Run		
Friday, 1 st October	Multi Media Day		

I agree to all Enrolment and Fee Payment Conditions.

Please note this booking will not be confirmed without your signature.

As part of your enrolment at our service, we require you to sign below to confirm acceptance of the above placement in order for to receive government funding on your behalf. Acceptance of these items as well as some of the information in the enrolment form can be used as Complying Written Arrangement for Child Care Subsidy purposes. Please read these items and confirm by signing below.

I confirm:

- My details on the enrolment form, as well as the details of the child/ren I am enrolling are correct.
- I have agreed to days of care within the service and understand the start and finish times of these sessions of care.
- Care maybe provided on a casual or permanent basis where available at my service at my request.
- I understand that if my child is absent first or last day of program, Centrelink will remove the CCS subsidy from your account, unless the placement can be filled or a doctor's certificate is given to service.
- I understand I am liable to pay fees for the care of my child as indicated above and, if applicable, in other information the service has given me (such as parent pack). This may be subject to change over time based on advice from the provider and acceptance by me.

Signature: _____ Date: _____

September Daily Program.

Please retain this page for your records

This program is subject to modification or change depending on enrolment numbers and COVID restrictions. Please have children at service on excursion days by 8.45am.

LUNCH, SNACKS DRINKS AND HATS MUST BE SUPPLIED BY PARENTS/GUARDIANS EACH DAY

Monday 20 th September Teddy Bear Picnic Day	Tuesday 21 st September Excursion Reading Cinemas	Wednesday 22 nd September AFL Day	Thursday 23 rd September Excursion GAMR LASER Tag	Friday 24 th September CLOSED AFL PUBLIC HOLIDAY
Please bring along your favourite teddy bear friend, enjoy a yummy picnic together and participate in lots of activities.	Today we will leave Mt.Evelyn Primary at approximately 9.00am and will return to Mt. Evelyn Primary by 12.30pm. We will be seeing a latest release movie rated PG.	Come along dressed up in your favourite AFL Team colours. All activities will be AFL based. Do you know your team's song?	2 games of laser tag per child! Today we will leave Mt.Evelyn Primary at approximately 9.30am and will return to Mt. Evelyn Primary by 2.00pm. Children may be divided into 2 groups for this excursion depending on placement numbers.	<u>AFL Public Holiday</u> <u>Closed</u>
Monday 27 th September Farm Animals Incursion	Tuesday 28 th September Excursion Jump Deck	Wednesday 29 th September Wheels Day	Thursday 30 th September Incursion Happy 7 th Birthday Vacation Care	Friday 1 st October Multi Media Day
Children are invited to hold and feed 35-40 baby farm animals including a calf, lambs, goats, piglets, geese, ducks, rooster, hens, rabbits, guinea pigs and chicks.	Jump Jump Jump!!! Come along and put your trampoline skills to the ultimate test. Today we will leave Mt. Evelyn Primary at approximately 9.30am and will return to Mt. Evelyn Primary by 2.00pm. Children may be divided into 2 groups for this excursion depending on placement numbers.	Today you are invited to bring along your own bike, scooter, skateboard, roller blades anything with wheels.... We will learn about road safety and participate in many more activities with your wheel equipment...Don't forget your helmet!	Come along and celebrate our 7 th birthday!!!! We are going to enjoy 2 jumping castles a bungee run, party games and party food for afternoon tea..... Congratulations Vacation Care. Hip Hip Hooray!	Today we do all things media..... You may bring your iPad or your favorite D.V.D. We will enjoy the latest D.V.Ds, listen to music, sing along and play games with some prizes..... Please remember no mobile phones.