



January 2023 Vacation Care Enrolment and 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, 3rd October 2022 and you will receive a booking confirmation, statement and invoice.

PAYMENT IN FULL MUST BE RECEIVED BY 6.30PM ON MONDAY, 5TH December 2022.

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

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

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

NO CASH REFUNDS.

Mt Evelyn PS Combined Vacation Care Cost: \$120.00 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

Register your child/ren for the January program

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 excursions on Wednesday, 11th January to OZ Tenpin Bowling, Monday, 16th January to Melbourne Zoo, Thursday 19th January to Hard Rock Climbing and Tuesday 24th January to Reading Cinemas. 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.

Wednesday, 11 th January	Monday 16 th , January	Thursday, 19 th January	Tuesday, 24 th January
OZ Tenpin Bowling	Melbourne Zoo	Hard Rock Climbing	Reading Cinemas

Parent/Guardian signature: _____ Date ____/____/____

I agree to all enrolment and fee payment conditions.

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

As part of your enrolment at our service, we require you to confirm acceptance of the above placement in order to be able 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 a 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 have provided the service with current workers permits.
- An absence on the first or last day of program means 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) which may be subject to change over time based on advice from the provider and acceptance by me.

Signature: _____ **Date:** _____

- LUNCH, SNACKS DRINKS AND HATS MUST BE SUPPLIED BY PARENTS/GUARDIANS EACH DAY
- Please know excursion program:
Mount Evelyn Primary School Combined OSHC and Woori Yallock Mount Evelyn Primary School OSHC will be attending excursions together. Bus will collect children from Woori Yallock Primary School 1360 Healesville- Koo Wee Rup Road, Woori Yallock , stop for collection of children at Mount Evelyn Primary School 22 Monbulk Road Mount Evelyn .Return bus will stop at Mount Evelyn Primary School 22 Monbulk Road Mount Evelyn for dismissal of children then Woori Yallock Primary School 1360 Healesville- Koo Wee Rup Road, Woori Yallock for dismissal of children.

Day/Date	Program	Tick Day Attending	Tick If Working
Mon 9 th January	Science Day		
Tues 10 th January	Team building Giant Earth Ball, 4 –way tug of War, Fitness Obstacle Course Incursion		
Wed 11 th January	OZ Tenpin Bowling Excursion Address: 25 Flectcher Rd, Chirnside Park Transport: Bus Proposed activities: 2 games bowling Duration: Leave 9.05am and will return to Mt. Evelyn Primary by 1.25pm. Children to be at service by 8.45am for excursion		
Thurs 12 th January	Ultimate Frisbee Incursion		
Fri 13 th January	Wheels Day		
Mon 16 th January	Melbourne Zoo Excursion Address: Melbourne Transport: Bus Proposed activities: Exploring Melbourne Zoo Duration: Leave 9.05am and will return to Mt. Evelyn Primary by 3.10pm. Children to be at service by 8.45am for excursion		
Tues 17 th January	Orienteering Day		
Wed 18 th January	Splashtastic Water Games Incursion		
Thurs 19 th January	Hard rock climbing Excursion Address: 16-18 Varman Crt, Nunawading Vic 3131 Transport: Bus Proposed activities: Rock Climbing activities Duration: Leave 9.05am and will return to Mt. Evelyn Primary by 1.15pm Children to be at service by 8.45am for excursion		
Fri 20 th January	Cupcake Day		
Mon 23 th January	Farm Animals Incursion		
Tues 24 th January	Reading Cinemas Excursion Address: Maroondah Hwy, Chirnside Park Transport: Bus Proposed activities: Watching latest PG movie Duration: Leave 9.05am and will return to Mt. Evelyn Primary by 12.25pm. Children to be at service by 8.45am for excursion		
Wed 25 th January	All things Australian		
Thurs 26 th January	Australia Day Public Holiday Closed		
Fri 27 th January	Messy Day		

January Daily Program

- LUNCH, SNACKS DRINKS AND HATS MUST BE SUPPLIED BY PARENTS/GUARDIANS EACH DAY
- Please know excursion program:

Mount Evelyn Primary School Combined OSHC and Woori Yallock Mount Evelyn Primary School OSHC will be attending excursions together. The bus will collect children from Woori Yallock Primary School 1360 Healesville- Koo Wee Rup Road, Woori Yallock , then stop for collection of children at Mount Evelyn Primary School 22 Monbulk Road Mount Evelyn .The return bus will stop at Mount Evelyn Primary School 22 Monbulk Road Mount Evelyn for dismissal of children then Woori Yallock Primary School 1360 Healesville- Koo Wee Rup Road, Woori Yallock for dismissal of children.

Monday 9 th January Science Day	Tue 10 th January Team Building Incursion	Wed 11 th January OZ Tenpin Bowling Excursion	Thu 12 th January Ultimate Frisbee Incursion	Fri 13 th January Wheels Day
Let your imagination go wild!!!! Enjoy being creative and scientific today trying out all sorts of science experiments....	Proactivity's team building games program, is a unique practical experience for participants of all ages and abilities. All our activities get participants active, using team strategy, initiative and communication skills. Our team building program is focused on fun, challenging and interactive team games for everyone to enjoy. As a point of difference, our team building program includes specialised equipment, such as our Giant Earth Ball Inflatables, Fitness Obstacle Course Challenge, 4-way Tug of War and more.	How many strikes can you make? Children will enjoy two games of bowlin Today we will leave Mt.Evelyn Primary at 9.05am and will return 1.25pm to Mt. Evelyn Primary. Children going on the excursion must be at the service by 8.45am.	Ultimate Frisbee is a unique sport that uses a flying disc and combines elements of Soccer, Netball, and American Football. This fun new sport is a great cardio workout; that also improves hand-eye co-ordination; and develops new and unique skills. Full of team games such as Captain Catcher, Skittles and Stich. The Proactivity Ultimate Frisbee incursion is bound to have your kids finding a new love for a different sport.	Today you are invited to bring along your own bike, scooter, skateboard, roller blades anything with wheels.... We will learn about road safety and many more activities with your wheel equipment...Don't forget your helmet!
Mon 16 th January Melbourne Zoo Excursion Today we will leave Mt.Evelyn Primary at 9.05am and will return to Mt. Evelyn Primary by 3.10pm . What a wonderful experience for children to explore the animals. Don't forget to pack extra food, water and hat for our big day out! . Children going on the excursion must be at the service by 8.45am.	Tuesday 17 th January Orienteering Day Students will be involved several fun introductory activities aimed at teaching direction and orientation. Students will then weave their way through an Orienteering/Treasure Hunt Course by following cryptic clues. They will be using their newly attained knowledge in conjunction with iPads, compasses and team skills. Throughout the session students will learn about how to use a compass, basic principles of direction and orientation, working together as a team. Great outdoor fun!	Wed 18 th January Splashtastic Water Games Incursion Cool down these school holidays at your Vacation Care program with Proactivity's Splashtastic Fun day! The children will be treated to an action-packed day of water games, including the Waterfall Run, Steal the Water, Water Team Tag and much more! The children are recommended to bring a change of clothes and a towel, as they are bound to get wet!	Thu 19 th January Hard Rock Climbing Excursion All participants should wear comfortable and non-restrictive clothing appropriate for the activity. Examples of what to wear include t-shirts, pants, shorts and closed toe shoes. All jewellery must be removed and long hair must be tied back. Today we will leave Mt.Evelyn Primary at approximately 9.05am and will return to Mt. Evelyn Primary by 1.15pm . Children going on the excursion must be at the service by 8.45am.	Fri 20 th January Cupcake Day Lets be creative... What design can you make on your own cupcakes? Design your own placemat to take home and many more exciting activities.....
Mon 23 rd January Farm Animals Incursion	Tuesday 24 th January Reading Cinema Excursion	Wed 25 th January All things Australian	Thu 26 th January Closed Australia Day Public Holiday	Fri 27 th January Messy Day
The Mini farm, brings 23-28 baby animals including a lamb, goat, piglet, ducks, chooks, rabbits, guinea pigs and chicks. Everyone can enter the pen (approx. 12 at a time) pat, feed the bigger animals, then sit down, and cuddle the rabbits, guinea pigs and chicks.	You will be watching a latest release movie rated PG. Today we will leave Mt.Evelyn Primary at 9.05am and will return 12.25pm to Mt. Evelyn Primary. . Children going on the excursion must be at the service by 8.45am.	Today all activities will be based on all things Australia! Do you know something exciting to share with us about our wonderful country? Come along and join in our engaging day.... Aussie Aussie Aussie....		All things Messy.... We will be doing craft and cooking activities that are all messy..... Please wear your old clothes for we will get messy doing these activities. Let the fun begin...