



# Vacation Care at Aldgate OSHC

## LOCATION

Aldgate Primary School,  
3 Fairview Road, Aldgate

## WHEN

7:30am to 6:30pm  
*Closed all Public Holidays*

## CONTACT DETAILS

0411 127 481  
aldgate.OSHC368@schools.sa.edu.au

## COST

\$52 per day minus any applicable Child Care Benefit and/or Child Care Rebate.

Please be aware that Government funded child care ceases July 12<sup>th</sup>. In SA, this is in the middle of the school holidays. So the first week of vacation care will be free of charge, however the second week will be charged at normal fees.

## BOOKING PROCEDURE

Please fill in all booking sheets and return them to the service either in person or via post or email. All bookings are due by the bookings due date **JUNE 26<sup>TH</sup>**. This due date is to ensure that Educator-to-Child ratio regulations are met and maintained and staffing award agreements about rosters are achieved. **Bookings received after the bookings due date will incur a \$5 late booking fee and must be made by directly contacting the OSHC mobile (0411 127 481) as it cannot be guaranteed places will be available.** Please note the OSHC email and front office phone are not manned at all times during the school holidays so messages may be missed.

## PRIORITY OF ACCESS

On days where we reach our service capacity the Priority of Access Policy will be enacted as per the National Regulations state. Please find a copy of the Priority of Access list in our Parent/Guardian Handbook, or speak with the Director or Educators for more information.

## CANCELLATION PROCEDURE

### No Charge

- Cancellation is received 7 calendar days prior to the date booked.
- When a medical certificate is provided.

### Full Charge

- When 7 calendar days' notice is not given for the cancellation.
- When a medical certificate is not provided.
- When no notice is given, and the child does not attend the session (i.e. no show).

Cancellations must be made via texting the **OSHC mobile (0411 127 481)**. Please note the OSHC email and front office phone are not manned at all times during the school holidays so messages may be missed.

## EXCURSION DAYS

Please arrive no later than the time specified on the program. Children will be unable to join us at the venue if the bus is missed. Late arrival for departure will result with a full day fee charge.

## BUSHFIRE INFORMATION

Excursions will be cancelled if the day is deemed a Total Fire Ban Day by the CFS. The service will still provide care as usual and a full day fee will be charged. Please check the CFS website the day prior to your booking to determine the Fire Ban Rating.

## SERVICE CLOSURE

Please note that the Department for Education (DfE) may see fit to close the service on days, considered by the department to be extreme weather or unsafe conditions. Families will be notified as soon as possible in these situations. No fee will be incurred.





## THINGS TO BRING

Please provide your child/ren with the following items each time they attend Vacation Care:

- Packed healthy Recess and Lunch. Plenty of Water – especially on excursion days
  - An appropriate style hat
  - Broad brimmed, bucket or legionnaire styles are appropriate under the *Sun Smart Policy*
- **Sorry! No Baseball Caps or Fedora style hats**
- **Suitable clothing and footwear (no thongs or strappy tops).**
- We ask that all technology and personal toys are left at home unless specified on the program

*Please don't hesitate to contact us with any questions or concerns you may have.*

# July 2020 Program

<p>MON 06/07/20 <b>Mobile Science**</b></p> <p><b>Brain Benders</b></p> <p>Mobile Science Education is performing some amazing illusions to bend your brain! Then hosting a workshop.</p> 	<p>TUES 07/07/20 <b>Art Day</b></p> <p>We will be doing lots of different styles of art today. Prepare to get messy! Art made will be for the residents at Estia Health Aged Care (to be delivered next Wednesday)</p> <p>It is recommended children wear old clothing that doesn't matter if it gets paint on it. Smocks are provided but it cannot be guaranteed clothes won't get paint on them.</p>	<p>WED 08/07/20 <b>Bridgewater</b></p> <p><b>Playground Walk #1</b> <b>ARRIVAL TIME 8:30am TO DEPART AT 9.00am (Arrive back at OSHC at 1pm)</b></p> <p>OSHC is heading to the Bridgewater Playground (<b>weather permitting</b>). Children will need to bring a packed healthy recess and lunch and plenty of water. Please wear sensible walking shoes.</p>	<p>THURS 09/07/20 <b>Activities Day #1</b> <b>ARRIVAL TIME BEFORE 9.30AM TO DEPART ANYTIME AFTER THIS (Arrive back at OSHC by 1pm)</b></p> <p>This morning we will walk to Candlebark Reserve, then to Aldgate Township to get hot chips! (<b>weather permitting</b>)</p> <p>And then this afternoon John is hosting a Dodgeball Tournament!</p> 	<p>FRI 10/07/20 <b>Activities Day #2</b></p> <p>Jess is making scrunchies</p>  <p>Rachel is making teacup biscuits</p> 
<p>MON 13/07/20 <b>Footsteps**</b></p> <p>Footsteps instructors are conducting a dance class today!</p> 	<p>TUES 14/07/20 <b>Giant Board Games**</b></p> <p>We are hiring GIANT board games like connect four and snakes and ladders.</p> 	<p>WED 15/07/20 <b>Estia Health Aged Care Walk</b> <b>ARRIVAL TIME BEFORE 9.30AM TO DEPART ANYTIME AFTER THIS (Arrive back at OSHC by 1pm)</b></p> <p>The special artwork made last Tuesday will be delivered to the residents at Estia Health Aged Care today. We will walk along Strathalbyn Road to Estia (<b>weather permitting</b>)</p>	<p>THURS 16/07/20 <b>Bingo Jack**</b></p> <p><b>Flying Circus</b></p> <p>Bingo Jack is making his debut at Aldgate OSHC! He will be doing his amazing flying show then helping us make our own paper plane obstacle course.</p> 	<p>FRI 17/07/20 <b>Bridgewater</b></p> <p><b>Playground Walk #2</b> <b>ARRIVAL TIME 8:30am TO DEPART AT 9.00am (Arrive back at OSHC at 1pm)</b></p> <p>OSHC is heading to the Bridgewater Playground (<b>weather permitting</b>). Children will need to bring a packed healthy recess and lunch and plenty of water. Please wear sensible walking shoes.</p>

\*\* Please note companies entering Aldgate Primary School premise will comply with COVID-19 safety protocols and agree to a COVID-19 site entry agreement. All equipment hired/used will be disinfected with anti-bacterial spray before children will be allowed to touch it.

**Weather Permitting:** We encourage children to wear or bring gumboots and rain jackets on the days where planned activities are weather permitting. Therefore, if we happen to be out and it starts raining we can comfortably walk back to OSHC. If it is already raining or the BOM forecasts a high chance of rain, an alternative activity will be arranged.

*If you have any questions or concerns about the program, please don't hesitate to speak to us.*

**Bookings Due Date Friday 26<sup>th</sup> June, 6pm**

*(Bookings made after this date will incur a \$5.00, Late Booking Fee).*



# July 2020 Booking Form

Child/ren's Surname \_\_\_\_\_

First Name/s \_\_\_\_\_

Enrolling Parent/Guardian's Name \_\_\_\_\_

Contact Numbers \_\_\_\_\_ AND \_\_\_\_\_

School/Kindergarten your child/ren currently attends \_\_\_\_\_

Please Circle applicable:

- My child/ren **DO DO NOT** have a medical or health condition.
- My child/ren **DO DO NOT** have diet requirements.
- My child/ren **DO DO NOT** get motion sickness while traveling on a bus.
- My child/ren **ARE ARE NOT** permitted to watch PG rated movies.
- My child/ren **ARE ARE NOT** permitted to have photos taken.

If you have said yes to any of the above, please provide details:

Please indicate in the boxes below the children you would like to book in for each day.

MON 06/07/2020  Mobile Science	TUES 07/07/2020  Art Day	WED 08/07/2020  Bridgewater Playground #1  <i>Additional permission required</i>	THURS 09/07/2020  Activities Day #1  <i>Additional permission required</i>	FRI 10/07/2020  Activities Day #2
MON 13/07/2020  Footsteps	TUES 14/07/2020  Giant Board Games	WED 15/07/2020  Walk to Estia Health Aged Care  <i>Additional permission required</i>	THURS 16/07/2020  Bingo Jack	FRI 17/07/2020  Bridgewater Playground #2  <i>Additional permission required</i>

## EXCURSION AUTHORISATIONS

<b>Date</b>	Wednesday July 8 <sup>th</sup>
<b>Destination</b>	Bridgewater Playground
<b>Time</b>	9:00am to 1:00pm
<b>Proposed Activities</b>	Children will be walking to and playing in the playground
<b>Method of Transport</b>	Walk on foot from OSHC to Bridgewater Playground using side streets
<b>Proposed number of children on Excursion</b>	Maximum bookings of 40 children.
<b>Proposed number of Educators</b>	7 Educators.
<b>Risk Assessment Undertaken</b>	Yes, by the Director and approved by the OSHC Line Manager. Available in the OSHC room.
<b>I authorise for my child/ren to participate in the proposed excursion as listed above.</b>	
Signed _____ Date _____	

<b>Date</b>	Thursday July 9 <sup>th</sup>
<b>Destination</b>	Walking along Strathalbyn Road to Candlebark Reserve and Aldgate Township.
<b>Time</b>	Between 9.30am and 1.00pm
<b>Proposed Activities</b>	Walk along Strathalbyn Road firstly toward Candlebark Reserve to explore, then back toward Aldgate Township to get hot chips.
<b>Method of Transport</b>	Walk on foot from OSHC along Strathalbyn Road and back again
<b>Proposed number of children on Excursion</b>	Maximum bookings of 40 children.
<b>Proposed number of Educators</b>	7 Educators.
<b>Risk Assessment Undertaken</b>	Yes, by the Director and approved by the OSHC Line Manager. Available in the OSHC room.
<b>I authorise for my child/ren to participate in the proposed activity as listed above.</b>	
Signed _____ Date _____	

<b>Date</b>	Wednesday July 15 <sup>th</sup>
<b>Destination</b>	Walking along Strathalbyn Road to Estia Health Aged Care.
<b>Time</b>	Between 9.30am and 1.00pm
<b>Proposed Activities</b>	Children will be walking along Strathalbyn Road to Estia Health Aged Care to deliver children's art and craft to residence
<b>Method of Transport</b>	Walk on foot from OSHC along Strathalbyn Road to Estia Health Aged Care and back again
<b>Proposed number of children on Excursion</b>	Maximum bookings of 40 children.
<b>Proposed number of Educators</b>	7 Educators.
<b>Risk Assessment Undertaken</b>	Yes, by the Director and approved by the OSHC Line Manager. Available in the OSHC room.
<b>I authorise for my child/ren to participate in the proposed activity as listed above.</b>	
Signed _____ Date _____	

<b>Date</b>	Friday July 17 <sup>th</sup>
<b>Destination</b>	Bridgewater Playground
<b>Time</b>	9:00am to 1:00pm
<b>Proposed Activities</b>	Children will be walking to and playing in the playground
<b>Method of Transport</b>	Walk on foot from OSHC to Bridgewater Playground using side streets
<b>Proposed number of children on Excursion</b>	Maximum bookings of 40 children.
<b>Proposed number of Educators</b>	7 Educators.
<b>Risk Assessment Undertaken</b>	Yes, by the Director and approved by the OSHC Line Manager. Available in the OSHC room.
<b>I authorise for my child/ren to participate in the proposed excursion as listed above.</b>	
Signed _____ Date _____	

## Cancellation Procedures

### No Charge

- Cancellation is received 7 calendar days prior to the date booked.
- When a medical certificate is provided.

### Full Charge

- When 7 calendar days' notice is not given for the cancellation.
- When a medical certificate is not provided.
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Cancellations must be made via calling or texting the OSHC mobile. Please note that the OSHC email and front office phone are not manned at all times during the school holidays so messages may be missed.

**I acknowledge the Cancellation Procedures.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Invoices will be emailed weekly. If paying by credit card please phone Marian in the front office on 83392377.

I will pay via: Cash

Internet Transfer

Credit Card

**I have read the information provided in this Vacation Care package, and agree to adhere to the policies and procedures of Aldgate Primary School OSHC.**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_