

## Attention Parents:

Vacation Care will be operating from one central Centre only, at CROMER PUBLIC SCHOOL, Entry is via Carcoola Rd Cromer and the OOSH room is in Block F.

All Vacation Care and Pupil Free Day bookings need to be made via our **casual booking calendar**, either through your My Family Lounge account online or through the My Family Lounge phone app (which is available for download via our website).

***Please do not make your vacation care bookings through the recurring booking option. This will result in your permanent bookings being deleted & your child missing out on a space in vacation care.***

Should you need any assistance in this matter please contact Head office on 02 9984 8089 (during business hours).



# OOSH NORTHERN BEACHES Vacation Care Program December 2018 / January 2019



**1 Location only: Cromer Public School CROMER**

**OPERATING HOURS - 7.00am to 6.00pm**

**NOTE:** On excursion and incursion days, child/ren should be at the centre by **no later than 8.30am.**  
Please advise if your child/ren require collection earlier than 3.30pm on any day.

**Pupil Free Days: Thursday 20<sup>th</sup> to Friday 21<sup>st</sup> December 2018**

**Week 1: Wednesday 2<sup>nd</sup> January to Friday 4<sup>th</sup> January 2019**

**Week 2: Monday 7<sup>th</sup> January to Friday 11<sup>th</sup> January 2019**

**Week 3: Monday 14<sup>th</sup> January to Friday 18<sup>th</sup> January 2019**

**Week 4: Monday 21<sup>st</sup> January to Friday 25<sup>th</sup> January 2019**

**Pupil Free Day: Tuesday 29<sup>th</sup> January 2019**

**\*\*Cromer Public School resumes on Wednesday 30<sup>th</sup> November 2019.\*\***

<b>Locations and addresses</b>	<u>Cromer (Cromer Public School)</u> – Entry via <b>Carcoola Rd Cromer</b> , Please walk down the pedestrian pathway and we are the first door on the right
<b>Phone:</b>	<b>Narraweena Kids Club: 0430 074 015</b> <b>Cromer Kids Club: 0423-710-240</b> <b>Lauren 0479-068-161</b> Head Office: 02 9984 8089
<b>Web Page:</b>	Visit our web page <a href="http://www.ooshnb.com.au">www.ooshnb.com.au</a>
<b>Email:</b>	<a href="mailto:manager@ooshnb.com.au">manager@ooshnb.com.au</a>

**Important Note on CCS - Kids Club Vacation Care Provider Number:-**

To receive the Childcare Subsidy (CCS) families must register with Centrelink. You must confirm your bookings in the MYGOV app to ensure you will get your subsidy. **This is a parent's responsibility the centre will not be responsible if families have not completed this.**



**HAVE YOU VISITED OUR WEBSITE YET? [www.ooshnb.com.au](http://www.ooshnb.com.au)**

# Vacation Care Information and Conditions

(Important - please read thoroughly)

## **Fees & Closing Date:**

The cost per day is \$60 (less any applicable Childcare subsidy) which includes afternoon tea, entry fees to excursions and in-house incursion costs. We have had to change our bus provider, resulting in a significant increase in bus hire cost which we are no longer able to absorb, so therefore we have reluctantly added a small cost of \$10 for the bus hire on excursions. For new families there is an annual OOSH Northern Beaches enrolment fee of \$60.00 / family. This will register families to include future vacation care and before & after school care services for 2018/2019.

Certain days will have restricted availability imposed on us by the excursion provider, so we urge you to make your booking through My Family Lounge prior to Friday 14<sup>th</sup> December 2018 but any booking (even before this date) will be subject to availability. *Due to our growing waiting list each day, and feedback from parents, our cancellation policy has had to change. Families are required to give 7 days' written notice to [manager@ooshnb.com.au](mailto:manager@ooshnb.com.au) to cancel any bookings.*

## **Refunds:**

Refunds are normally not available for absent days. Please contact the centre by 8.00am should your child not be attending on any day. There will be no refunds for sickness, suspension and inability to attend, unless in exceptional circumstances.

## **Authorised Collectors:**

Emergency contacts are also authorised collectors, however they will need to set up a pin number on our new digital sign in/out system the first time they use it (a very simple process and staff are there to assist).

## **Sickness:**

We regret that we are unable to care for sick children. Prescription medication will be administered to child/ren by staff only under written authorisation from parents/guardians. Please do NOT let your child administer medicines themselves.

## **What to bring:**

- **Clothing (to get messy/dirty) – hats and jumpers that are clearly marked**
- **Sunscreen** should be applied to your child every day before dropping them to Vacation Care. Sunscreen may be reapplied during the day by staff as deemed necessary, please indicate if you do not wish this to occur.
- **Shoes:** closed-in shoes **MUST** be worn at all times. Bowling & outdoor activities require closed-in shoes/socks.
- **Water bottle and Food:** Children are to bring enough food and drink for morning tea and lunch. Afternoon tea is provided unless we are advised your child has any special dietary requirements. Please ensure lunches will not spoil in the warmer days (include an ice pack for example). If your child requires additional food, please include this in their lunchbox.
- **PLEASE NOTE NO VALUABLES. Money is not the educator's responsibility so please make sure your child has a safe place to keep their money & they know how much they have been given. Children will not be allowed to make purchases at any excursion facility.**

## **Excursion information**

All excursions will begin and end at the centre. No child/ren are to be taken to the excursion site or picked up from the excursion site unless prior written notice and prior approval has been given. We usually leave the centre between 8.45am and 9am please ensure your child is at the centre by 8.30am for a briefing session on these days. Should your child not be present by 8.45am they may miss out on the excursion for the day (a sign will be posted on the door advising the bus has left). We usually return between 2.30pm and 3:30pm. Should you wish your child returned prior to 3.30pm please let the staff know the time you wish your child to return and we will attempt to satisfy this request. Buses used for excursions are driven by a hired bus driver from the supplying bus company with full insurance. A small cost of \$10 will be added to your account to cover this cost.

## Casual Booking confirmation information

When you confirm your child's booking through my family lounge app for excursion days, please make sure you read the description as it includes the following information regarding excursions;

- (a) The child's name; and
- (b) The reason the child is to be taken outside the premises; and
- (c) The date the child is to be taken on the excursion (unless the authorisation is for a regular outing); &
- (d) a description of the proposed destination for the excursion; and
- (e) The method of transport to be used for the excursion; and
- (f) The proposed activities to be undertaken by the child during the excursion; and
- (g) The period the child will be away from the premises; and
- (h) The anticipated number of children likely to be attending the excursion; and
- (i) The anticipated ratio of educators attending the excursion to the anticipated number of children attending the excursion; and
- (j) The anticipated number of staff members and any other adults who will accompany and supervise the children on the excursion; and
- (k) That a risk assessment has been prepared and is available at the service.

By clicking confirm booking you are agreeing to these terms, any questions please call head office.

Children are updated on the rules of travel and behavioural code expected on excursions prior to leaving the centre. We do walk the children the short distance to & from some excursions and this is supervised by our staff who wear reflective traffic vests. Children are briefed on road rules & safety rules and appropriate behaviour whilst in high traffic environments. However, every effort is made to avoid busy areas and a full risk assessment is completed for each excursion. St. Johns First Aid recommended first aid kits and asthma kits are taken to all excursions and at least two members of staff hold a senior 1<sup>st</sup> aid certificate. Any medication that has been signed in by a parent will be included in our 1<sup>st</sup> aid kit.

*Our staff takes excursions very seriously and we have strict guidelines in place. Senior staff members are more than happy to talk you through our excursion procedures at any time.*

**It is very important that your children are sun protected.**

Please make sure that a hat is brought in to wear and sunscreen is applied in the morning (staff will reapply when deemed necessary throughout the day).

**Stay sun smart!**

## Activities/clothing:

Each day apart from the scheduled program, there is sport, games, art & craft experiences provided.

**Electronics cannot be brought to the centre.** Any loss or breakage of device brought is at the children's own risk. On in-centre days, morning tea is at approx. 9.30am & lunch is at approx. 12.30pm. We attempt to have afternoon tea between 3.30pm – 4.00pm, but this is usually prepared by the children so the time may vary slightly (and dependent on the return time from an excursion).

Children are to wear clothing appropriate to the daily activities and we provide reflective vests for each child to wear on excursions. All belongings should be collected when the children are signed out each day, we cannot take responsibility for clothing left behind each day. Any clothing left at the end of vacation care will be taken to a charity.

## Behaviour:

Disruptive and/or aggressive behaviour will be dealt with by the staff following the centre's behaviour management strategies. A report card will be submitted to Head office following disruptive behaviour. Three (3) Report Cards throughout the duration of a vacation care period will result in a meeting with the family and Licensee to discuss the suitability of this centre for your child and their attendance.

### **Nuts:**

Due to increased numbers of children with life threatening allergies to peanuts, **we will not allow any peanut butter or nuts to vacation care.** If a child consumes peanut butter for breakfast, please wash hands/mouth thoroughly before arriving at the centre. We request your co-operation in this matter.

### **General Information:**

At kids club we are able to offer lounges for relaxation or watching a movie quietly after a long day, a designated craft area with craft supplies in abundance, outside activities (ex. tennis, soccer, handball, cricket, ball games) and we make use of the school's hall and play area and play equipment structure.

### **Afternoon tea:**

Afternoon Tea is provided during Vacation Care. This is a snack only and is usually served between 3.30pm and 4.00pm depending on each day's activities. All of our afternoons are from our healthy eating menu and afternoon tea snacks could include; cheese, dips & crackers, sandwiches, soup, homemade pizza, pasta, vegetables, and fruit. If your child needs more than a snack in the afternoon, please provide them with a little more food than usual.

### **OOSH NORTHERN BEACHES FAST FACT**

**DID YOU KNOW THAT OUR VACATION CARE HAS BECOME SO POPULAR DUE TO THE FANTASTIC PROGRAM, WE ARE FULL ON MOST DAYS.**

**BOOK IN AS EARLY AS POSSIBLE, AS CERTAIN DAYS DO FILL QUICKLY.**

Visit [www.ooshnb.com.au](http://www.ooshnb.com.au) for more information!



# December/ January Vacation Care program

## Week 1: Monday 17<sup>th</sup> – Friday 21<sup>st</sup> December

**Monday 17<sup>th</sup>, Tuesday 18<sup>th</sup> & Wednesday 19<sup>th</sup> December are normal school days for all schools.**

Thursday 20 <sup>th</sup>	Friday 21 <sup>st</sup>
<b>Incursion</b>	<b>Excursion</b>
Groove Nation	Movies at warriewood TBC
Come and enjoy a magical Christmas Musical show! There will be singing and dancing and lots of grooving!	See the latest flicks on the big screen. We are heading to Warriewood Cinema's to sit back, relax, and enjoy the show
Get your dancing pants on!	Enjoy a movie at Warriewood, stay posted for what it could be
	Anticipated 110 chn max & 11 staff Leave @ 9am Return @ 3pm
<b>Assorted Wraps</b>	<b>Trail Mix</b>

OOSH Northern Beaches & our staff wish you and your family a very MERRY CHRISTMAS & a Happy & Safe New year.

We will be closed from 22nd December 2018 to the 2<sup>nd</sup> January 2019. We will re-open on Wednesday 2<sup>nd</sup> January 2019. Have a great break.



## Week 2: Monday 31<sup>st</sup> – Friday 4<sup>th</sup> January 2019



Wednesday 2 <sup>nd</sup>	Thursday 3 <sup>rd</sup>	Friday 4 <sup>th</sup>
<b>Incursion</b>	<b>Excursion</b>	<b>Incursion</b>
<b>Skater HQ</b>	<b>Movies at Warriewood TBC</b>	<b>Robots Riot</b>
One of our favourites. Enjoy a visit from the professionals from Skater HQ who will teach us how to skate & scoot.	See the latest flicks on the big screen. We are heading to Warriewood Cinema's to sit back, relax, and enjoy the show	This fun packed workshop includes coding, programming, & robotic challenges for children.
All equipment provided. Helmets Compulsory!	Enjoy a movie at Warriewood, stay posted for what it could be	Get Ready to Robot Rumble
	Anticipated 110 chn max & 11 staff Leave @ 9am Return @ 3pm	
<b>Sandwiches</b>	<b>Antipasto Plate</b>	<b>Puff pastry Twists</b>

# December/ January Vacation Care program

Week 3: Monday 7 <sup>th</sup> – Friday 11 <sup>th</sup> January 2019				
Monday 7 <sup>th</sup>	Tuesday 8 <sup>th</sup>	Wednesday 9 <sup>th</sup>	Thursday 10 <sup>h</sup>	Friday 11 <sup>th</sup>
Incursion	Excursion	In House day	Incursion	Excursion
<b>Cool Kids First Aid</b>	<b>Vision Sports</b>	<b>Super Hero Day</b>	<b>Super Fun Camps</b>	<b>Inflatable World</b>
Children will learn: <ul style="list-style-type: none"> <li>• How to recognise an emergency</li> <li>• How to call '000'</li> <li>• How to put a person into the recovery position</li> <li>• Basic bleeding control</li> <li>• Basics about asthma and anaphylaxis</li> </ul>	2000m2 filled with Gymnastics apparatus, air floors, tumble track, trampolines, double mini trampoline, huge foam pit, ninja zone, tramp wall, and sprung floor.	Come dressed as your favourite superhero, ready for an amazingly fun jam-packed day of superhero fun!	Are you ready for round two? After a successful day of challenges, Super Fun Camps are back with two new activities, High Energy Olympics, and World Challenge Warriors.	Keep the kids active and busy with exclusive use of this giant inflatable world, where you can bounce and bounce and bounce!
<b>Learn the Basics!</b>	<b>Must wear shoes and SOCKS</b>	<b>Can you trick us!</b>	<b>Super Fun Camps</b>	<b>Get your body moving!</b>
	Anticipated 100 chn max & 11 staff Leave @ 9am Return @ 3pm			Anticipated 100 chn max & 11 staff Leave @ 9am Return @ 3pm
<b>Fried Rice</b>	<b>Quesadillas</b>	<b>Sandwiches</b>	<b>Spring rolls and Samosas</b>	<b>Fruit and Yogurt</b>

Week 4: Monday 14 <sup>th</sup> – Friday 18 <sup>th</sup> January 2019				
Monday 14 <sup>th</sup>	Tuesday 15 <sup>th</sup>	Wednesday 16 <sup>th</sup>	Thursday 17 <sup>th</sup>	Friday 18 <sup>th</sup>
Excursion	In House	In house day	Excursion	Incursion
<b>Plaster Painting (Kindy to Year 2)</b>  <b>Fishing Excursion (Year 3 to Year 6)</b>	<b>Summer Day</b>	<b>Bricks 4 Kids</b>	<b>Our Big Kitchen</b>	<b>Diver Dave Ocean Warriors</b>
We are travelling to Avalon for a day of plaster painting followed by a play at the park.  Come and try your hand at fishing Narrabeen Lake, guided by professionals we will learn how to use bait, cast and hopefully catch a fish	Join us for a day of summer fun, there will be games and activities all about summer!	Bricks 4 Kids are back for another round of Lego madness! Challenge yourself to create amazing Lego mosaics, build Lego robotics and more!	Children have a fun, inspiring and meaningful day learning about cooking, healthy eating and the importance of helping those less fortunate than themselves. <b>LUNCH IS PROVIDED, PLEASE DO NOT PACK LUNCH</b>	The focus of this show is learning about the sea creatures from the local Sydney area and how they interact with each other. Touch and feel the remarkable specimens in our shell and fossil collection and learn all about what they are made from, how they grow.
<b>Hats and covered shoulders a MUST. Fun filled Day!</b>		<b>Lego, Lego and more Lego</b>	<b>Dress in your artist clothes to prepare for paint and glitter!</b>	<b>Learn about our local ocean and the animals that live in it</b>
Anticipated 100 chn max & 10 staff Leave @ 9am Return @ 3pm			Anticipated 100 chn max & 10 staff Leave @ 9am Return @ 3pm	
<b>Antipasto plate</b>	<b>Pasta &amp; Sauce</b>	<b>Trail Mix</b>	<b>Wraps</b>	<b>Mini Pizza</b>

# December/ January Vacation Care program

Week 5: Monday 21 <sup>st</sup> – Friday 25 <sup>th</sup> January 2018				
Monday 21 <sup>st</sup>	Tuesday 22 <sup>nd</sup>	Wednesday 23 <sup>rd</sup>	Thursday 24 <sup>th</sup>	Friday 25 <sup>th</sup>
Incursion	Excursion	Incursion	Excursion	In House Day
<b>DRUM CORP</b>	<b>Narrabeen Lake walk and Picnic</b>	<b>Culture Club</b>	<b>The Greens Barefoot Bowling</b>	<b>Water Day!</b>
Your kids will be guided on a musical journey that involves learning some basic drum stick tricks choreographed movement rhythm games. Our instructors will teach them to play along with loops, and then performing along with a sound track	Let's go for a walk around Narrabeen lakes and have a bbq for lunch  <b>LUNCH IS PROVIDED, PLEASE DO NOT PACK LUNCH</b>	A fun and interactive exploration of different cultures. This workshop develops kids' cultural appreciation through drama, music and movement	What better way to enjoy a day than kick off your shoes and try a game or two! The basics are easily learnt in 15 mins and children can be competing against their friends in no time. <b>LUNCH IS PROVIDED, PLEASE DO NOT PACK LUNCH</b>	Bring your swimmers and enjoy a day of super soaking activities!  (weather permitting)
Get ready to make some noise!	Aim High	Watch the circus take on the high wire	Please easy to remove shoes- NO THONGS	Swimmers, Towel and change of clothes required
<b>PLEASE ARRIVE BY 8.30AM</b>	Anticipated 100 chn max & 10 staff Leave @ 9am Return @ 3pm		Anticipated 100 chn max & 10 staff Leave @ 9am Return @ 3pm	
<b>Puff pastry twists</b>	<b>Sandwiches</b>	<b>Nachos</b>	<b>Fruit and Yogurt</b>	<b>Party Pies &amp; Sausage Rolls</b>

Week 6: Monday 28 <sup>th</sup> – Friday 1 <sup>st</sup> February 2019				
Monday 28 <sup>th</sup>	Tuesday 29 <sup>th</sup>	Wednesday 30 <sup>th</sup>	Thursday 31 <sup>st</sup>	Friday 1 <sup>st</sup>
<b>CLOSED</b>  <b>Australia Day Public Holiday.</b>  <b>Enjoy</b>	<b>Excursion</b>	<p style="text-align: center;"><b>All Public Schools return today.</b></p> <p style="text-align: center;"><b>For independent and catholic schools please check your school's website.</b></p>		
	<b>Movies at Warriewood TBC</b>			
	See the latest flicks on the big screen. We are heading to Warriewood Cinema's to sit back, relax, and enjoy the show			
	Enjoy a movie at Warriewood, stay posted for what it could be			
	Anticipated 110 chn max & 11 staff Leave @ 9am Return @ 3pm			
	<b>Quesadillas</b>			

## PUPIL FREE DAY LOCATION:

The Pupil Free Day (*Staff Development Day for School Teachers*) on Tuesday 29<sup>th</sup> January 2019 will be held at **Cromer Kids Club**, the same location as Vacation Care.

Any other "assessment" or Pupil Free Days at any Independent or Catholic Schools OOSH centres operated by OOSH Northern Beaches will be held at the respective Kids Club within the School.



## Last bits of information:

With such a fun filled program, electronic devices will **not** be allowed. Any mobile phones are to be handed to staff at the beginning of each day. These will be given back upon collection.

All bookings for Vacation Care can be made through your My Family Lounge Account (either online or through the phone app).  
Please see instructional video if you are unsure.

<https://www.youtube.com/watch?v=vefqLIGPwxE&list=UUzK5zRI-kLbdqMlqJSTZygg>

Or please contact Head Office immediately for any queries or first time users of our service.

1. No electronic device will be allowed at Vacation Care. Any mobile phones will be handed to staff at sign in and returned upon collection
2. On excursion days and occasional incursion days, children should be at the centre by 8.30am (at the latest) in preparation for a briefing, final numbering and departure on our bus (usually around 9.00am).
3. Please contact the centre (see above) by 8.00am if your child is not attending any day.
4. On every excursion & incursion children must wear enclosed shoes with socks. No Singlets or bare shoulders please.
5. Our Cromer Centre allows for parking in front of the school.

**For your own record you can view the My Family Lounge App for the days your child is attending.**

Available    
  Casual booking    
  Absent    
  Full – no spaces left

If you require any assistance in enrolling or booking your child, please don't hesitate to contact Head Office on 02 9984 8089.

Days	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
<b>Monday</b>	<b>Normal School Day</b>	<b>Closed - New Year's Eve</b>	Cool Kids First Aid	Plaster painting (Excursion) (K-2) Fishing Excursion (3-6)	Drum Corp	<b>Closed – Australia Day Public Holiday</b>
<b>Tuesday</b>	<b>Normal School Day</b>	<b>Closed - New Year's Day</b>	Vision Sports (Excursion) Shoes & Socks compulsory	Summer Day	Narrabeen Lake Walk & Picnic (Excursion)	Movies @ Warriewood (Excursion)
<b>Wednesday</b>	<b>Normal School Day</b>	Skater HQ	Super Hero Day	Bricks 4 Kids	Culture Club	<b>Public Schools commence</b>
<b>Thursday</b>	Groove Nation	Movies @ Warriewood (Excursion)	Super Fun Camps	Our Big Kitchen (excursion)	The Greens Barefoot Bowling (Excursion)	
<b>Friday</b>	Movies @ Warriewood (Excursion)	Robots Riot	Inflatable World. (Excursion) Socks Compulsory	Diver Dave ocean Warriors	Water Day (weather permitting)	