

# OOSH NORTHERN BEACHES Cromer Kids Club Vacation Care Program April 2024



**Cromer Kids Club, 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.

**Week 1:** Monday 15th April to Friday 19th April 2024  
**Week 2:** Monday 22nd April to Friday 26th April 2024  
**Closed** Thursday 25th April - Anzac Day - Public Holiday

<b>Locations and addresses</b>	<u>Cromer (Cromer Public School)</u> – Entry via <b>Carcoola Rd Cromer,</b>
<b>Phone:</b>	<b>Cromer Kids Club: 0423 710 240</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)

Cromer Kids Club Vacation Care 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**, through your My Family Lounge phone app. *Please do not make your vacation care bookings through the recurring booking option.* Please see instructions if you are unsure.

<https://ooshnb.com.au/wp-content/uploads/how-to/how-to-make-a-casual-booking-mfl.pdf>

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

## **Fees & Closing Date: Friday 5<sup>th</sup> April 2024**

The cost per day is \$75.00 (less any applicable Childcare Benefit) which includes afternoon tea, entry fees to excursions and in-house incursion costs. There is a small cost of \$10 for the bus hire on excursions. For new families there is an annual OOSH Northern Beaches enrolment fee of \$75.00 / family. This will register families to include future vacation care and before & after school care services for 2024.

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 Phone App or casual booking facility on your My family Lounge website, prior **Friday 5<sup>th</sup> April 2024** but any booking (even before this date) will be subject to availability. **Once you book your days there are no refunds for any cancelled days and no cancellation period.** <https://ooshnb.com.au/terms-and-conditions/>

## **Refunds:**

Refunds are normally not available for absent days. Please contact the centre by 7.00am 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. **As recommended by NSW Health we will advise families not to attend the service if they are sick with influenza/cold-like symptoms, even if they are mild. If a child becomes ill while they are at the service, they will be asked to go home immediately.** 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. Excursion & 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 educators 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 at approx. 9.00am depending on the excursion. 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 8.30am 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 2.00pm and 3:00pm (times below). Should you wish your child returned prior to 3.00pm please let the staff know the time you wish your child to return and we will attempt to satisfy this request. A small cost of \$10 will be added to your account to cover the cost of the bus.

## **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 of the excursion and the following, as it includes information regarding excursions which is necessary to meet regulations. Once confirmed, this is a permission authorisation for the excursion.*

- (a) The date the child is to be taken on the excursion is 16<sup>th</sup> April 2024; and*
- (b) The child's name; and*
- (c) The reason the child is to be taken outside the premises is for an excursion; and*
- (d) description of the proposed destination for the excursion to Teppanyaki 38 Albany Street, St Leonards. Travel will be by Warringah Freeway, Penshurst St (Chatswood), Willoughby Rd, Chandos then Oxley Streets then arrive Albany Street St Leonards: and*
- (e) The method of transport to be used for the excursion will be a hired bus from Northern Beaches Bus and Coach Pty Ltd and seat belts will be used; and*
- (f) The proposed activities to be undertaken by the child during the excursion is to witness the creation of Teppanyaki lunch at Osaka Teppanyaki. Enjoy a delicious set menu and watch the amazing theatrics of teppanyaki (<https://www.osakateppanyaki.com.au>) and*
- (g) The period the child will be away from the premises is from 10.30 am arriving at Osaka at approx. 11.00am and departing Osaka at approx. 2.00pm to arrive at the service at 2.30pm; and*
- (h) The anticipated number of children likely to be attending the excursion is 50 max; and*
- (i) The anticipated ratio of educators attending the excursion to the anticipated number of children attending the excursion is 1:10; and*
- (j) The anticipated number of staff members and any other adults who will accompany and supervise the children on the excursion is 5 min; and*
- (k) A risk assessment has been prepared and is available at the service.*
- (l) Written policies and procedures for transporting children are available at the service*

- (a) The date the child is to be taken on the excursion is 19<sup>th</sup> April 2024; and*
- (b) The child's name; and*
- (c) The reason the child is to be taken outside the premises is for an excursion; and*
- (d) description of the proposed destination for the excursion to Archie Brothers, 75 O'Riordan St Alexandria. Travel will be by Warringah Freeway, Penshurst St (Chatswood), Willoughby Rd, the M1, Lachlan then Bourke then O'Riordan then Doody St (Waterloo), then arrive O'Riordan Street Alexandria.*
- (e) The method of transport to be used for the excursion will be a hired bus from Northern Beaches Bus and Coach Pty Ltd and seat belts will be used; and*
- (f) The proposed activities to be undertaken by the child during the excursion is a day of non-stop fun and games from dodgem cars, laser tag, bowling, video games and more (<https://www.archiebrothers.com.au>)*
- (g) The period the child will be away from the premises is from 10.00am arriving at Archie Bros at approx. 11.00am and departing Archie Bros at approx. 1.30pm to arrive at the service at 2.30pm; and*
- (h) The anticipated number of children likely to be attending the excursion is 50 max; and*
- (i) The anticipated ratio of educators attending the excursion to the anticipated number of children attending the excursion is 1:10; and*

- (j) *The anticipated number of staff members and any other adults who will accompany and supervise the children on the excursion is 5 min; and*
- (k) *A risk assessment has been prepared and is available at the service.*
- (l) *Written policies and procedures for transporting children are available at the service*
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- (a) *The date the child is to be taken on the excursion is 24<sup>th</sup> April 2024; and*
- (b) *The child's name; and*
- (c) *The reason the child is to be taken outside the premises is for an excursion; and*
- (d) *description of the proposed destination for the excursion to the Movies at United Cinemas at 4 Vuka Place Warriewood. Travel will be by Carawa and Fisher Road, onto Pittwater Road and then arrive; and*
- (e) *The method of transport to be used for the excursion will be a hired bus from Northern Beaches Bus and Coach Pty Ltd and seat belts will be used; and*
- (f) *The proposed activities to be undertaken by the child during the excursion is to watch the latest flicks on the big screen at United Cinemas: and*
- (g) *The period the child will be away from the premises is from 10.00 am arriving at United Cinemas at approx. 10.15am and departing at approx. 12.45pm to arrive at the service at 1.00pm; and*
- (h) *The anticipated number of children likely to be attending the excursion is 50 max; and*
- (i) *The anticipated ratio of educators attending the excursion to the anticipated number of children attending the excursion is 1:10; and*
- (j) *The anticipated number of staff members and any other adults who will accompany and supervise the children on the excursion is 5 min; and*
- (k) *A risk assessment has been prepared and is available at the service.*
- (l) *Written policies and procedures for transporting children are 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 St Vincent De Paul.

**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, nut based spreads or foods 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 3pm and 3.30pm depending on each day's activities. All of our afternoons are from our healthy eating menu and afternoon tea snacks could include; antipasto plates, sandwiches, Quesadillas, Trail Mix, 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.

## April Vacation Care 2024

### Week 1: Monday 15<sup>th</sup> April to Friday 19<sup>th</sup> April

Monday 15th	Tuesday 16th	Wednesday 17th	Thursday 18th	Friday 19th
<b>Incursion</b>	<b>Excursion</b>	<b>Incursion</b>	<b>In-house</b>	<b>Excursion</b>
<b>The Kaos Kitchen</b>	<b>Teppanyaki</b>	<b>Scientifix</b>	<b>Fashion Design Day</b>	<b>Archie Brothers</b>
Feast your eyes on a tantalising array of mind-boggling circus skills including knife juggling, bottle balancing, bowl flipping, tall unicycle, and hula hoop spinning.	Join us for a Teppanyaki lunch at Osaka Teppanyaki. Enjoy a delicious set menu and watch the amazing theatrics of teppanyaki!	Get ready for an extraordinary incursion adventure that will unlock the secrets of the scientific wonders all around us. Dive into the captivating realms of physics, chemistry and biology in the most hands-on and mind-blowing workshop ever created!	Spend a day immersed in the world of fashion design, first sketching glamorous and dashing outfits and then bringing them to life. Get ready to be the world's next fashion designer!	Archie Brother's Cirque Electric is a day of non-stop fun and games. From dodgem cars, laser tag, bowling, video games and more, Archie Brother's has it all!
	Anticipated 50 chn max. & 5 staff. Leave at 10.30am Return at 2.30pm.  Extra \$10 bus hire fee			Anticipated 50 chn max. & 5 staff. Leave at 10.00am Return at 1.00pm.  Extra \$10 bus hire fee
<b>Afternoon tea</b>				
Corn thins/fruit	Wraps/fruit	Trail mix/fruit	Sandwiches/fruit	Party pies/ sausage rolls/fruit

### Week 1: Monday 22<sup>nd</sup> April to Friday 26<sup>th</sup> April

Monday 22nd	Tuesday 23rd	Wednesday 24th	Thursday 25th	Friday 26th
<b>In-house</b>	<b>Incursion</b>	<b>Excursion</b>	<b>Closed</b>	<b>Incursion</b>
<b>Earth Day</b>	<b>Tuck, Twirl &amp; Tumble</b>	<b>Movies</b>	<b>Anzac Day</b>	<b>LED Hula Hoop Rave</b>
Join us for Earth Day as we learn about nature, sustainability, and our planet through various art, craft and activities. Celebrate our planet, make Earth Day every day!	Imagine a day filled with flips, twists and tumbles as you embrace a passion for gymnastics. Learn to push limits, overcome challenges and have fun!	Come join us as we catch the latest flicks on the big screen at United Cinemas Warriewood.	Closed for the Public Holiday	Who said exercise had to be boring. With this activity kids will learn an alternative and fun way to exercise and move their bodies all while having a good time.
		Anticipated 50 chn max. & 5 staff. Leave at 10am Return at 1pm.  Extra \$10 bus hire fee		
<b>Afternoon Tea</b>				
Quesadillas/fruit	Sandwiches/fruit	Garlic bread/fruit		Pizza wraps/fruit

Pupil Free
Monday 29 <sup>th</sup>
In House
Scavenger Hunt Day
Follow a series of clues around the school today. Solve riddles and challenges to progress to the next clue and find the hidden treasures. Let's work as a team today.
Afternoon tea is Garlic Bread

## PLEASE NOTE:

### **ALL schools return on Tuesday 30<sup>th</sup> April 2024.** **Please check with your school for any changes.**

All bookings for Vacation Care can only be made through your My Family Lounge Account through the phone app.

Please **do not** make your vacation care bookings through the recurring booking option. Please see instructions if you are unsure.

<https://ooshnb.com.au/wp-content/uploads/how-to/how-to-make-a-casual-booking-mfl.pdf>

Should you need any assistance in this matter please contact Head office on

02 9984 8089 (during business hours), Or please contact Head Office immediately for any queries or first-time users of our service.

1. With such a fun filled program, electronic devices will not be allowed. Any mobile phones or devices are to be handed to staff at the beginning of each day & they will be returned upon collection. **OOSH Northern Beaches accepts no responsibility for loss or breakage of any device.**
2. Make sure your child wears appropriate clothing,
  - closed in shoes every day,
  - clothing that covers their shoulders, (children's shoulders burn very easily)
  - clothing that can be played in easily.
  - Clothing that can become messy through fun play.
3. 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 8.45am).
4. Please contact the centre (see above) by 8.00am if your child is not attending any day.
5. A Phone Fee of \$5 per child will be charged to your account should we have to contact you to see if your child is attending any day.
6. 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