

OOSH NORTHERN BEACHES

St Johns Kids Club

Vacation Care Program

December 2023 / January 2024



St Johns Kids Club, Narraweena

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 18th December 2023 to Friday 22nd December 2023
Closed from Monday 25th December 2023 until Tuesday 2nd January 2024
Week 2: Tuesday 2nd January 2024 to Friday 5th January 2024
Week 3: Monday 8th January to Friday 12th January 2024
Week 4: Monday 15th January to Friday 19th January 2024
Week 5: Monday 22nd January 2024 to Thursday 25th January 2024
Week 6: Pupil Free Day Monday 29th and Tuesday 30th January 2024

Closed Monday 1st January 2024 – Public Holiday

Closed Friday 26th January 2024 Australia Day Public Holiday

Locations and addresses	<u>Narraweena (St John's Catholic School) – 57 Waratah Parade,</u> (please walk down the pedestrian pathway to the left of the church towards the gate. St Johns Kids Club is at the Eastern end of the Hall) See map below. There is no access from Alfred Street
Phone:	Narraweena Kids Club: 0430 074 015 Head Office: 02 9984 8089
Web Page:	Visit our web page www.ooshnb.com.au
Email:	manager@ooshnb.com.au

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

Vacation Care Information and Conditions

(Important - please read thoroughly)

St Johns Kids Club Vacation Care entry is via Waratah Pde and the OOSH room is in the Hall at the Eastern end. There is NO access from Alfred Street. 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 8th December 2023

The cost per day is \$70.00 (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 \$70.00 / family. This will register families to include future vacation care and before & after school care services for 2023.

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 prior **Friday 8th December 2023** but any booking (even before this date) will be subject to availability. *Due to some families exploiting our cancellation period, our growing waiting list each day, & feedback from parents, our cancellation policy has had to change. We are no longer able to offer our 7 day cancellation on vacation care. **Once you book your days there are no refunds for any cancelled days.***

Refunds:

Refunds are 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. **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. Bowling & outdoor activities require closed-in shoes/socks. It is not safe for children to wear thongs, sandals or open toe shoes
- **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 between 8.30am 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 8.30am 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 2.30pm 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 1st aid certificate. Any medication that has been signed in by a parent will be included in our 1st 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 3.00pm – 3.30pm, 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. Aggressive behaviour from Care Givers will not be tolerated and will result in immediate cancellation or enrolment.

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 4.00pm 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, 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 CLOSE TO FULL ON MOST DAYS. BOOK IN AS EARLY AS POSSIBLE, AS CERTAIN DAYS WILL FILL QUICKLY.

Visit www.ooshnb.com.au for more information!



December Vacation Care 2023

WEEK 1: Monday 18th Dec – Friday 22nd Dec

Monday 18th	Tuesday 19th	Wednesday 20th	Thursday 21st	Friday 22nd
In-house	Excursion	Incursion	Incursion	In-house
Artist for a Day	Bowling	Christmas Science FUN!	Christmas Brix-Works	All About Christmas
Let creativity soar at Artist for a Day! A colourful adventure awaits with painting, drawing, and crafts, inspiring young talents to unleash their imagination and create masterpieces.	Roll in the fun with bowling! Perfect for strikes, spares, and endless smiles! Get your bowling shoes on and get ready to strike!	Enjoy all the excitement of the festive season with Christmas themed science experiments and hands on activities.	Kids will learn about the history of LEGO and how to create many Christmas themed possibilities with a simple brick.	Enjoy the final countdown to Christmas as we explore Christmas traditions, cooking, and making some last-minute Christmas gifts!
Wear some clothes you can get some paint on	Anticipated 100 chn max. & 10 staff. Leave at 9am return at 12pm. Extra \$10 bus hire fee.			
Afternoon tea				
Corn thins	Wraps	Trail mix	Yogurt and fruit	Party pies and sausage rolls

Closed for Christmas Break from Monday 25th December 2023 until Tuesday 2nd January 2024

January 2024 Vacation Care

Week 2: Monday 1st Jan – Friday 5th Jan

Monday 1 st	Tuesday 2 nd	Wednesday 3 rd	Thursday 4 th	Friday 5 th
CLOSED	In-House	In-House	In-House	In-House
	New Years Refresh	Harry Potter Day	Wheels Day	Scientist Day
NEW YEARS DAY PUBLIC HOLIDAY	Time to set our goals for the new year. Enjoy sharing your Christmas stories with your friends!	Enter the wizarding world on Harry Potter Day! Join us for magical spells, enchanting games, and Hogwarts-inspired adventures that will make your little witches and wizards believe in the magic!	Rev up the excitement at Wheels Day! From bikes to scooters, skates, and more, it's a day of outdoor fun, racing, and laughter that will keep your adventurers on the move.	Join us for Scientist Day and ignite young minds with hands-on experiments, fascinating discoveries, and endless curiosity! Inspire the next generation of scientists today.
			Bring your wheels	
Afternoon Tea				
	Sandwiches	Garlic bread	Cruskits	Pizza wraps

January 2024 Vacation Care

Week 3: Monday 8th January - Friday 12th January

Monday 8 th	Tuesday 9 th	Wednesday 10 th	Thursday 11 th	Friday 12 th
Excursion	In-House	Excursion	Incursion	In-House
Movies	Water Slide Day	Australian Museum	Silent Disco Glow Party	Disney Day
Catch the latest flicks on the big screen at United Cinemas Warriewood.	Let's escape the summer heat with a fun day of water games! We'll bring out the slip'n'slide to cool down along with some other water themed games!	Come with us as we visit the oldest museum in Australia. Walk through time as you complete our treasure hunt and finish with lunch at Hyde Park.	Dance to your own beat at our Silent Disco Glow Party! Grab your headphones and join the groove in a noise-free, colourful dance party designed just for young music enthusiasts.	Experience the magic on Disney Day! Join us for a day of enchantment, beloved characters, and endless smiles.
Anticipated 100 chn max. & 10 staff. Leave at 9am return at 3pm. Extra \$10 bus hire fee.	Bring your swimmers or something you can get wet and a towel	Anticipated 100 chn max. & 10 staff. Leave at 9am return at 2pm. Extra \$10 bus hire fee.		
Afternoon tea				
Pikelets	Antipasto plate	Trail Mix	Wraps	Spinach and ricotta triangles

Week 4: Monday 15th – Friday 19th

Monday 15 th	Tuesday 16 th	Wednesday 17 th	Thursday 18 th	Friday 19 th
In-House	In-house	Incursion	Excursion	Incursion
Fairy Day	All about Dinosaurs	Colour Run	All About Tennis	Laser Tag
A day full of sparkles and magic. Step into a magical realm on Fairy Day! Enchanting crafts, whimsical tales, and fairy-tale wonders await, making dreams come true.	Roar into excitement on our Dinosaur Day! Explore the prehistoric world with fossils, games, and dino-mite fun that will leave your young palaeontologists thrilled	Experience the ultimate obstacle course while being splashed with a rainbow of Cosmic Colour. Kids can skip, dance, run, or walk through fun obstacles	Learn all the moves in this energetic workshop. Run by professional coaches, the workshops include learning about the importance of teamwork and fairness.	With inflatable walls and bunkers, get ready to eliminate your opponents with some fun games of laser tag!
		Wear some clothes you can get messy in.	Anticipated 100 chn max. & 10 staff. Leave at 9am return at 3pm. Extra \$10 bus hire fee.	
Afternoon Tea				
Raisin toast	Sandwiches	Quesadillas	Wraps	Trail Mix

January 2024 Vacation Care

Week 5: Monday 22nd – Friday 26th

Monday 22 nd	Tuesday 23 rd	Wednesday 24 th	Thursday 25 th	Friday 26 th
In-house	Excursion	Incursion	In-House	CLOSED
MasterChef Day	Holey Moley	Ninja Warrior Water Training	Spy Day	
Get ready to cook up some fun on MasterChef Day! Let your young chefs unleash their culinary creativity with tasty recipes, friendly competitions, and delicious memories.	The craziest golf course you've ever seen. With amazing tricks needed to complete the 18-hole course! You've never seen mini golf like this before!	The ultimate challenge for Ninja's in training. Cool down in the summer heat with some high-energy water-based activities!	Embark on an exciting adventure at our Spy Day! Unleash your inner detective, crack codes, and solve mysteries in a day filled with thrilling espionage activities!	AUSTRALIA DAY PUBLIC HOLIDAY
	Anticipated 100 chn max. & 10 staff. Leave at 10am return at 1pm. Extra \$10 bus hire fee.			
Afternoon Tea				
Antipasto platter	Pikelets and fruit	Corn thins	Pizza wraps	

Week 6:	
Monday 29th	Tuesday 30th
In-House	In-House
Summer celebration	
Make the most of your last days of holidays with us! Join our exciting day filled with games, laughter, and fun, ensuring your school holidays ends on a high note!	
Afternoon tea	
Party pies and sausage rolls	Pizza wraps

PLEASE NOTE:

ALL schools for years 1-6 return on Tuesday 31/1/2024. 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