

# Brighton Primary School OSHC

Brighton Primary School OUTSIDE SCHOOL HOURS CARE

1 Hight Ave, Brighton 5048  
PH: 8358 4352/ 0488 238 223



## Dec 2022 / Jan 2023 Vacation Care

Welcome to Brighton Primary School Vacation Care. We aim to provide a safe, fun, friendly environment where children can enjoy their holidays. Students will be able to experience a variety of excursions, art and craft activities, sports, cooking and lots more.

The program will run from Monday 19<sup>th</sup> of December until Friday the 23<sup>rd</sup> of December.  
We will reopen after a 2 week break on Monday the 9<sup>th</sup> of January until Friday the 27<sup>th</sup> of January.

The service will be closed on Thursday the 26<sup>th</sup> Australia day.

OSHC REOPEN: Monday 30<sup>th</sup> of January.

### Group 1 and 2

Certain days children will be categorized by group 1 or 2.

Group 1 is foundation to year 2.

Group 2 is year 3 to year 6.

Your child is placed in the group that their year level will be for 2023.

Vacation Care times/fee

Open: 7:00am Close 6:30pm

Vacation care fee: \$65

### **Vacation Care Bookings**

To confirm your booking **please complete, sign & return the booking form. REMEMBER SPACES ARE LIMITED:** once we fill those places, we do not accept additional bookings. Waiting lists are available during Vacation Care.

### **Child Care Subsidy**

For CCS reductions please make sure that you are registered for approved childcare with Centrelink (13 61 50) and refresh your details on **MYGov** if 13 weeks have lapsed. *Please ensure that you supply us with the best possible emergency contact number each day of your child's attendance and be familiar with the times and requirements for each day that your child attends.*

The Program will be released in week 6 on Friday the 25<sup>th</sup> of November, we will accept booking forms from week 7 on Monday the 28<sup>th</sup> of November. Bookings will be confirmed Via text from Tuesday the 6<sup>th</sup> of December.

**WE WILL NOT ACCEPT BOOKINGS AFTER FRIDAY 9<sup>th</sup> of December.**

**BOOKINGS WILL ONLY BE ACCEPTED WITH A RETURNED COMPLETED BOOKING SHEET Via email or dropping into OSHC.**

Bookings over the phone will not be accepted or via txt.

### **ACCOUNTS & CANCELLATIONS**

All bookings will be charged to your account weekly. **All accounts must be paid prior to vacation care bookings being accepted.**

Please see the director if you require any further information.

**Full day fees will apply to cancellations** if the centre is not notified by 9:00am the previous Vacation Care Day.  
i.e if you wish to cancel a Monday booking you will need to notify us by 9:00am Friday.

### **ARRIVING TO OSHC**

Children must arrive at the service by 9:00am on excursion dates. Failure to do so will mean your child will risk missing out on the excursion.

### **Signing your child in and out.**

An approved person must sign in children on arrival and departure using our electronic attendance system. The family assistance office who provides the childcare subsidy requires that all attendances be properly recorded in order to validate Child Care Assessment Claims. It is also a safety requirement that all children be signed in and out of OSHC so staff can accurately account for all children in the event of an emergency.

### **COVID-19**

Due to COVID-19 excursions and incursions can change at any time to make sure we are keeping in the guidelines and the restrictions.

### **Weather**

Excursions and incursions can change at any time due to extreme weather.

**If the temperature is forecasted at 36 degrees or over outdoor excursions will be cancelled.**

### **Lunch**

Lunchtime is between 12:00 noon and 1:00pm. **Children are required to bring their brain food, recess, and lunch daily unless specified on the program.** The center provides healthy afternoon snack. However, it is always best to supply an extra snack in your child's lunchbox. Water is always available throughout the center-based days. Should your child have any specific dietary requirements please inform the center prior to arriving.

Vegetarian and gluten free options are available for those with allergies or cultural requirements.

**Children who do not bring lunch will be supplied with a sandwich and a piece of fruit. If this is provided, the cost of \$5.00 will be added to your account to cover the cost.**

We provide a recreational based program, and we encourage healthy food options that will provide energy and nutrition for your child throughout the day.

### **WHAT TO BRING**

Please provide brain food, recess, lunch and water in a drink bottle for your child.

A sun smart hat.

### **WHAT TO WEAR**

Children need to be wearing **ENCLOSED shoes** (thongs and sandals are not acceptable).

Clothing with sleeves (no singlets or thin straps.)

**Children may be sent home if these guidelines are not met due to safety reasons.**

**The service recommends children pack clothing for hot weather sun smart clothing to protect from heat/uv rays**

### **Guideline to Nut and Other Allergies:**

- A dietary register of students with allergies is kept in the OSHC records.
- Staff encourage children to be aware of the no nut policy and encourage them to be pro-active in not bringing nut products when attending OSHC.
- On excursions, discussions are held with venues regarding food that can be of a potential risk. (Children will be guided in purchasing food respectfully and ensure any food that is purchased follows the allergies guidelines).
- Children will be encouraged to let us know if they have a nut product in their lunch box.

We do have children with serious allergies to certain foods so in line with the school's policy please pack your child's lunch boxes thoughtfully.

### **Devices**

Children are **not** permitted to bring any form of device with them to Vacation Care. The service has a range of computers, iPads & devices that children will have the opportunity to use throughout the program at Square Eyes Hour.

**Brighton Primary School OSHC**  
**Dec/Jan 2023 Vacation Care**

## Consent Form

I give permission for my child/ren \_\_\_\_\_  
to attend the following incursions/excursions. I am aware of arrival and departure times, modes of transport, child/staff ratios, risk assessments, policies and what my child/ren will need each day.

**Parent Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

**Emergency Contacts:** (Please provide, even if you have done this before)

**Name & Phone:**

1. \_\_\_\_\_

2. \_\_\_\_\_

I have read and understood the centre's policies on bookings, cancellations, payment, sun safety, water, nutrition, spending money, footwear, electronics and extreme weather. **YES / NO**

My child has an allergy to sunscreen. **YES / NO (If no, sunscreen will need to be provided)**

I give permission for my child/ren to use sunscreen supplied by OSHC, in the event that no sunscreen has been provided. **YES / NO**

I give permission for OSHC staff to administer first aid and in cases of emergencies; I give permission to call an ambulance. **YES / NO**

I have read and agree to 'Vacation Care Important Information' form. **YES / NO**

I understand due to circumstances beyond the control of the centre management changes may occur to the advertised program due to inclement weather, staffing arrangements or Covid-19 for a proposed excursion and may result in my child staying in the OSHC centre for the day. **YES / NO**

I am aware of the Excursion Policy and can ask OSHC for a copy. **YES / NO**

### **Medical and Health Information**

Does your child/ren have a health care need that could affect their safety at Out of School Hours Care?  
**YES/NO**

If YES please explain and ensure OSHC staff are provided with the appropriate medication and health care/medication plan.

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**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Brighton Primary School OSHC

Dec/Jan 2023

## Booking Sheet

Child/ren Name: \_\_\_\_\_

**Vacation Care Bookings/REMEMBER SPACES ARE LIMITED** once we fill those places, we **will not accept additional bookings**.

Waiting lists are available during Vacation Care.

**REMEMBER: G1 = Reception – Year 2 / G2 = Year 3 - Year 6**

(please go by the year level your child will be in in 2023)

Date	Activity/Excursion	Excursion/ IncurSION permission <u>Parent to sign</u>	
		Group 1	Group 2
MON 19/12	Arr it's a pirate day		
TUES 20/12	G1 – Marion outdoor pool G2 – Christmas cooking and craft		
WED 21/12	Toy Picnic		
THUR 22/12	G1- Christmas cooking and craft day G2- Marion outdoor pool		
FRI 23/12	Fasta Pasta (Celebration day)		
MON 9/1	Magic day		
TUES 10/1	G1-Crazy craft day G2-Museum Trip		
WED 11/1	OSHC Fest ADD YOUR SONG REQUEST FOR THE OSHC PARTY		
THUR 12/1	G1-Imagination kids G2- Crazy Craft day		
FRI 13/1	Party Day!		

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Date	Activity/Excursion	Excursion/ Incursion permission <u>Parent to sign</u>	
		Group 1	Group 2
MON 16/01	Capri Cinema		
TUES 17/01	Games Day		
WED 18/01	G1 – Woolworths G2 – Mini Golf		
THUR 19/01	G1-Dr Quark’s Science show G2 Woolworths		
FRI 20/01	Messy craft day		
MON 23/01	G1 – Tie dye day G2 – Marine Discovery centre		
TUES 24/01	Marion Indoor pool G1 AM / G2 PM		
WED 25/01	G1- Marine Discovery Centre G2-Tie dye day		
THUR 26/01	Centre closed public holiday	<u>Closed</u>	<u>Closed</u>
FRI 27/01	Wet and Wild at Oshc		