

Vacation Care Information Booklet & Booking Form

Monday 30th June – Monday 21st July

OPENING HOURS: Monday-Friday 7:30 am – 6:00pm

BOOKINGS CLOSE at 6:00pm on Wednesday, 18th June 2025. Late bookings will incur a \$22 fee or may not be accepted. Thank you for your understanding.

Please note that there are limited spots available, and some days may fill up before the deadline. To ensure your spot, please send in your completed booking form with payment.

Bookings from outside Saint Ignatius' College will be taken from Tuesday 10th June 2025.

The Saint Ignatius' College Vacation Care Program has been designed to offer a secure, entertaining, and engaging atmosphere for children during their vacation period. The schedule is packed with an array of activities, such as excursions, interactive sessions with special guests, art and craft sessions, cooking, sports, and both indoor and outdoor games that cater to the children's likes and interests.

Please keep in mind that the program is subject to change at short notice due to circumstances beyond our control. We do our best to keep any changes to a minimum, and we will notify families promptly if any circumstances do change.

Please do not send your child/ren if they display any symptoms of illness.

For all bookings and enquiries, contact:

Bella Cerbo: 8130 7113

oshc@ignatius.sa.edu.au

Excursion mobile number, for emergencies only: 0408 536 429

IMPORTANT INFORMATION

OPERATING HOURS

Our program runs from 7:30am to 6:00pm, Monday through Friday. On home base days, you have the flexibility to drop off or pick up your child/ren at any time within these hours. However, please note that on excursion days, your child must arrive by the designated times. Excursion departure and return times can be found in the program. It is important to remember to sign your children in and out every day.

FEES AND CHILD CARE SUBSIDY (CCS)

The cost per child per day is \$85.00, which includes all activities and two snacks. To confirm your child's spot, payment of this fee is necessary when you book. You may qualify for the Child Care Subsidy (CCS). To apply, you'll need to provide us with your Customer Reference Number (CRN) from Centrelink. To learn more or obtain a Customer Reference Number, please visit Services Australia.

HOW TO BOOK AND ENROL

Please fill out the attached booking form to secure a spot for your child. For us to process your booking, kindly ensure that the form is complete, and payment has been made in full. You can make payment over the phone, in person using eftpos, or via online banking transfer. Fill out the form at the back of this sheet to make payment.

CANCELLATIONS

You must inform the service if your child cannot attend a session. If you cancel a booked/paid session, the total fee will still apply to cover staffing, catering, and program expenses. Refunds cannot be given. However, if your child cannot attend due to illness and you provide a medical certificate, we can offer you a credit on your account. If your child cannot attend for reasons other than illness, and you provide 24 hours' notice, we can offer you a credit, providing we can fill the vacancy. Similarly, if a spot is available, you may swap to a different day.

LATE COLLECTION FEE

If a child is not picked up by 6:00 pm, there will be a late fee of \$22.00 after 6:00pm, and every 15 minutes thereafter. Please let us know if you will be late to collect your child.

BUS INFORMATION

All bus excursions are booked privately with Grants Coachlines. For further information, please see Bella Cerbo.

FOOD

Your child/ren will be offered morning and afternoon snacks. These may include fruit, vegetable, meat and crackers platters. However, please ensure they bring their own lunch (unless otherwise stated), snacks, and drink bottles. We strictly abide by Saint Ignatius' College's Allergy Awareness and Management policy. Please refrain from bringing nuts or nut-containing products to OSHC. This includes activities and food provided. We inform all external providers that we are an allergy aware College.

CLOTHING AND BELONGINGS

Please label all your child/ren's clothing and personal items. Please wear weather-appropriate clothing and comfortable walking shoes for excursions. Avoid bringing: Toys/games from home, phone/iPad, or money unless indicated otherwise. Please note that anything brought to OSHC is brought at the family's own risk. SIC takes no responsibility for lost, stolen, or broken possessions.

SUN SMART

As per our Sun Smart Policy, <u>children must wear a broad-brimmed hat</u> and sunscreen for all outdoor activities during terms 1, 3 from August 1st and 4. Children that do not have a hat will be required to stay inside or under shade. Please note that caps are not appropriate.

RATIOS

The program aims to maintain a staff-to-child ratio of 1:15 on home-based days and 1:8 on excursions. Higher ratios are in place during water-based excursions.



Saint Ignatius' College Vacation Care Program Important Information to know

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	MONDAY 30TH JUNE	TUESDAY 1ST JULY	WEDNESDAY 2ND JULY	THURSDAY 3RD JULY	FRIDAY 4TH JULY
	Please bring a packed <u>healthy.</u> Iunch, snacks and water bottle.	Please bring a packed <u>healthy</u> lunch, snacks and water bottle.	Please bring a packed healthy. lunch, snacks and water bottle.	Please bring a packed <u>healthy.</u> lunch, snacks and water bottle.	Please bring a packed healthy. Iunch, snacks and water bottle.
	Incursion 1: 10:00am-3:00pm Incursion 2: 10:30am-3:30pm	Excursion to: Kingpin, Norwood	Incursion 1: 10:00am-12:00pm Incursion 2: 1:30pm-2:30pm	Excursion to: Bounce, Greenacres	Incursion 1: 10:30am-12:30pm Incursion 2: 12:30pm-3:30pm
	Snack Menu: Fruit, Vegetables, Meat,	Arrive at OSHC: 9:00am Returning to OSHC: 1:30pm	Snack Menu: Fruit, Vegetables, Meat.	Arrive at OSHC: 9:30am Returning to OSHC: 1:30pm	Snack Menu: Fruit Vegetables. Meat
	Crackers and Pita Chips	Snack Menu: Fruit, Vegetables, Meat,	Crackers and Potato Gems	Snack Menu: Fruit, Vegetables, Meat,	Crackers and Pizza Muffins
	Plus, an assortment of cooking and craft activities throughout the day.	Plus, an assortment of cooking and craft activities	Plus, an assortment of cooking and craft activities throughout the day.	Crackers and Banana Bread Plus, an assortment of cooking and craft activities	Plus, an assortment of cooking and craft activities throughout the day.
	MTOP: 1.1, 1.2, 2.1, 4.3	infoughout the day. MTOP: 2.4, 3.1, 4.1, 5.5	MTOP: 1.1, 1.2, 2.1, 4.3	throughout the day. MTOP: 2.4, 3.1, 4.1, 5.5	MTOP: 1.1, 1.2, 2.1, 4.3
	Suggested by: Eveson L, Arnau B	Suggested by: Jiayi C, Ivan H	Suggested by: Siena B, Rihanna R	Suggested by: Jeremy Q, Anita K	Suggested by: Sophia L, Ottie R
	MONDAY 7TH JULY	TUESDAY 8TH JULY	WEDNESDAY 9TH JULY	THURSDAY 10TH JULY	FRIDAY 11TH JULY
	Please bring a packed healthy. Iunch, snacks and water bottle.	Please bring a packed <u>healthy.</u> Iunch, snacks and water bottle.	Please bring a packed healthy. Iunch, snacks and water bottle.	Please bring a packed healthy lunch, snacks and water bottle.	Please bring a packed healthy lunch, snacks and water bottle.
	Incursion 1: 11:30am-1:00pm Incursion 2: 1:30bm-3:30bm	Incursion 1: 10:30am-3:30pm Incursion 2: 9:00am-1:50pm	Excursion to: Monarto Safari Zoo	Incursion 1: 10:30am-12:30pm Incursion 2: 1:30pm-3:30pm	Excursion to: Hoyts, Norwood
	Snack Menu:		Arrive at OSHC: 8:30am Returning to OSHC: 3:15pm	Snack Menu:	Arrive at OSHC: 8:30am Returning to OSHC: 1:10pm
	Fruit, Vegetables, Meat, Crackers and Pizza Muffins	Snack Menu: Fruit, Vegetables, Meat,	Snack Menu:	Fruit, Vegetables, Meat, Crackers and Potato Gems	Snack Menu:
		Crackers and Pita Chips	Fruit, Vegetables, Meat, Crackers and Garlic Bread	,	Fruit, Vegetables, Meat, Crackers and Banana Bread
	Plus, an assortment of cooking and craft activities throughout the day.	Plus, an assortment of cooking and craft activities throughout the day.	Plus, an assortment of cooking and craft activities throughout	Plus, an assortment of cooking and craft activities throughout the day.	Plus, an assortment of cooking and craft activities
	MTOP: 1.1, 1.2, 2.1, 4.3	MTOP: 1.1, 1.2, 2.1, 4.3	the day.	MTOP: 2.4, 3.1, 4.1, 5.5	throughout the day.
H	Suggested by: Jasper C, Piper C	Suggested by: Alina O, Charlotte M	Suggested by: Felix W, Harry T	Suggested by: Alex M, Romeo M	Suggested by: Jacob L, Lachlan L



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TUESDAY 15TH JUI	
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MONDAY 14TH JULY	
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Please bring a packed healthy Please bring a packed healthy lunch, snacks and water lunch, snacks and water bottle.

Incursion 1: 10:30am-12:30pm Incursion 2: 10:30am-3:30pm

Excursion to: Koorana Gymnastics, Morphettville

bottle.

Crackers and Banana Bread Fruit, Vegetables, Meat, Snack Menu:

cooking and craft activities Plus, an assortment of throughout the day.

MTOP: 1.1, 1.2, 2.1, 4.3

Bella C, Chloe C Suggested by:

Romola R, Madeline C

Suggested by:

MTOP: 2.4, 3.1, 4.1, 5.5

MONDAY 21ST JULY

Please bring a packed health lunch, snacks and water bottle.

Incursion 1: 10:30am-2:30pm Incursion 2: 1:00pm-3:30pm

Fruit, Vegetables, Meat, **Crackers and Nachos** Snack Menu:

cooking and craft activities Plus, an assortment of throughout the day.

MTOP: 1.1, 1.2, 2.1, 4.3

Orianna W, Olivia L Suggested by:

Please bring a packed health Please bring a packed healthy. **WEDNESDAY 16TH JULY** lunch, snacks and water

Incursion 1: 9:30am-12:30pm

ncursion 3: 10:30am-3:30pm Incursion 2: 1:30pm-2:30pm **Crackers** and Pita Chips Fruit, Vegetables, Meat, Snack Menu:

Returning to OSHC: 3:30pm

Arrive at OSHC: 9:00am

cooking and craft activities Plus, an assortment of throughout the day.

cooking and craft activities

throughout the day.

Plus, an assortment of

Crackers and Pizza Muffins

Fruit, Vegetables, Meat,

Snack Menu:

MTOP: 1.1, 1.2, 2.1, 4.3

Mabel G, Aryiana B Suggested by:

Excursion to: Hoyts, Norwood Returning to OSHC: 1:10pm lunch, snacks and water Arrive at OSHC: 8:30am bottle.

Incursion 1: 10:30am-3:00pm

Incursion 2: 1:00pm-4:00pm

healthy lunch, snacks and

water bottle.

Please bring a packed

FRIDAY 18TH JULY

THURSDAY 17TH JULY

Crackers and Garlic Bread Fruit, Vegetables, Meat, Snack Menu:

Crackers and Potato Gems

Fruit, Vegetables, Meat,

Snack Menu:

cooking and craft activities Plus, an assortment of throughout the day.

cooking and craft activities

throughout the day.

MTOP: 1.1, 1.2, 2.1, 4.3

Suggested by:

Plus, an assortment of

MTOP: 2.4, 3.1, 4.1, 5.5

Suggested by: Elizabeth C, Evie B



MY VACATION CARE CHECKLIST **DO I HAVE...?**



CLOSED SHOES

CHANGE OF CLOTHES















BACKPACK/BAG

ENROLMENT FORM

Please only email this form as a pdf. (<u>Screenshots will not be accepted</u>) or return it in person to the OSHC room or the front office.

CHILD/CHILDREN	Name of Street, Street		
Given Name	Child 1	Child 2	Child 3
Surname			
Date of Birth If not on file			
Child's CRN			
If not on file			
Gender	M/F	M/F	M/F
GUARDIAN INFOR	MATION: This will be u	used to contact you in an eme	ergency.
Given Name			
Surname			٤
Preferred Name			
Gender	M/F	M /	<u>'F</u>
Home Address If not on file		,	
Mobile Phone			
Home Phone			
Work Phone			
Birth Date			
Name and CRN number associated with the child.	If not on file		
Email address If not on file			
	NTACTS AND PEOPLE from parent/guardian)		CT YOUR CHILD/CHILDREN.
Given Name	Emergency Contact 1	Eme	ergency Contact 2
Surname			
Mobile Number			
Work Number			
Relationship to Child			
Authorised to Collect	Yes/No	Yes	s/No
ADMIN USE ONLY	,		
Date Entered:		nailed Date:	Vacation Care Fee:

MEDICAL DETAILS

CHILD/CHILDREN MEDI	CAL INFORMATION
Does your child/ren	Yes /No
have any allergies or	If YES , please give details:
food/drug sensitivities?	
Does your child/ren	Yes /No
have an Action Plan?	If YES , please give details:
Has your child/ren	Yes /No
been diagnosed as at risk of Anaphylaxis?	If YES , please give details:
Does your child/ren	Yes /No
take any regular	If YES , please give details:
medication? E.g.,	
Ventolin, Ritalin etc.	V D
Does your child/ren get bus/motion sickness.	Yes /No
bus/motion sickness.	If YES , your child/ren will need to sit at the front of the bus:

PARENT DECLARATION/ PERMISSIONS

- I approve of my child's involvement in SIC Vacation Care program.
- I give my child/ren permission to participate in activities organised for the days my child/ren will attend. Risk assessments are conducted for all excursions and incursions and may be viewed upon request.
- I authorise staff to obtain all necessary medical assistance and treatment for my child in the event of an accident or illness and agree to meet any expenses attached to such treatment and transport.
- If my child/ren develops Asthma symptoms during this time and does not have their medication, I permit OSHC educators to administer "reliever" medication from the first aid kit, follow basic asthma management procedures and, as soon as possible, contact a parent/guardian.
- I acknowledge that my child will not attend the OSHC service if suffering from an infectious or communicable disease identified by the SA Health Department.
- I authorise staff to supply sunscreen to my child unless I have provided my child/ren with their own.
- I understand there is a late pick-up charge, as outlined in the OSHC and Vacation Care Policy, which applies after the service's finishing time.
- I agree to pay for the days my child is enrolled and agree to the cancellation policy as stated above.
- The information I have provided is true and correct, and, where applicable, I have provided Centrelink with this information.
- At SIC Vacation Care, it is imperative that we maintain a safe and enjoyable atmosphere for all
 children under our care. We ask that children in our care adhere to our behavioural policies and
 rules. It must be emphasised that any child who consistently engages in inappropriate behaviour
 risks being disqualified from our program.
- I understand that SIC Vacation Care Service reserves the right to vary the terms and conditions.

GUARDIAN CONSENTS

PHOTO/VIDEO INFORMATION:

We promote a positive cyber-safe culture within our community, which extends to how we use photographs of children in our care. We use an OSHC iPad and upload photos to a secure app or display them in our room. Images can be reviewed upon request. Please let a staff member know if you do not wish your child to be photographed and uploaded to our OneChild app during vacation care.

VACATION CARE DECLARATION:

I confirm that I have thoroughly read and comprehended the vacation care information booklet and consent to the terms and conditions specified. I verify that the days I selected are accurate. Please note that exchanging days may not be feasible, and if bookings are made after the 18th June, a \$22 late fee will be imposed. I am aware of the vacation care cancellation policy, as previously stated.

SIGN HERE		Date:			
In the event of	EATHER CONDITIONS extreme weather conditions where it is no long transported via a private bus.	er safe to walk on an excursion I/we pe	rmit for my		
Initial of parer	nt/guardian:				

EXCURSION CONSENTS: PLEASE INITIAL ALL THAT ARE APPLICABLE.

Please note that if permission is not granted, your child/ren cannot attend.

Excursion Consent	Guardian Signature	Date
KINGPIN, NORWOOD 01/07/2025	- /	
I/we permit for my child/ren to participate in all aspects of the		
excursion to Kingpin, Norwood, including the use of a private bus	,	
for transportation.		
BOUNCE, GREENACRES 03/07/2025		
I/we permit for my child/ren to participate in all aspects of the	1	
excursion to Bounce, Greenacres, including the use of a private bus	,	
for transportation.	19	
MONARTO ZOO, MONARTO 09/07/2025		
I/we permit for my child/ren to participate in all aspects of the		
excursion to Monarto Zoo, Monarto, including the use of a private		
bus for transportation.		
PG MOVIE HOYTS, NORWOOD 11/07/2025	2 41 5	
I/we acknowledge that the scheduled movie at Hoyts, Norwood is		
rated PG, and that we will be walking to the venue.	1 1 1	
KOORANA GYMNASTICS, GREENACRES 15/07/2025		
I/we permit for my child/ren to participate in all aspects of the		
excursion to Koorana Gymnastics, Morphettville, including the use		
of a private bus for transportation.		
PG MOVIE HOYTS, NORWOOD 17/07/2025		
I/we acknowledge that the scheduled movie at Hoyts, Norwood is		
rated PG, and that we will be walking to the venue.		

BOOKING FORM

PLEASE TICK SELECTED DAYS. Vacation Care Fees: \$85.00 per child per day We recommend taking a photo of your selected days for future reference.

Date and Activity	Child 1	Child 2	Child 3	Notes
MONDAY 30/06/2025				
Incursion 1: Clay Animation				
Incursion 2: Nerf Skills				
TUESDAY 01/07/2025				
Excursion 1: Kingpin, Norwood				
WEDNESDAY 02/07/2025				
Incursion 1: Build Hogwarts				
Incursion 2: Magic Show				
THURSDAY 03/07/2025				
Excursion 1: Bounce, Greenacres				
FRIDAY 04/07/2025				
Incursion 1: Magical Places				
Incursion 2: Mystery Incursion				

Date and Activity	Child 1	Child 2	Child 3	Notes
MONDAY 07/07/2025				
Incursion 1: Indigenous Dreaming Stories				
and Artefacts				
Incursion 2: Messy Play			160	
TUESDAY 08/07/2025				
Incursion 1: Movie Screening				
Incursion 2: Build-a-Bear				
WEDNESDAY 09/07/2025				
Excursion 1: Monarto Safari Zoo				
THURSDAY 10/07/2025				
Incursion 1: Novita, Wheelinet				
Incursion 2: Sticks and Stones				
FRIDAY 11/07/2025				Include a small
Excursion 1: Smurfs Movie, Norwood				Combo deal. Yes / No

BOOKING FORM

PLEASE TICK SELECTED DAYS. Vacation Care Fees: \$85.00 per child per day

We recommend taking a photo of your selected days for future reference.

Date and Activity	Child 1	Child 2	Child 3	Notes
MONDAY 14/07/2025		and could be also work		
Incursion 1: Christmas Pamper Gifts				
Incursion 2: Inflatables				
TUESDAY 15/07/2025				
Excursion 1: Koorana Gymnastics,			ě	
Morphettville				
WEDNESDAY 16/07/2025				
Incursion 1: Bound for Uluru, Drone Skills				
Incursion 2: Boost Juice Van				
Incursion 3: Inflatable				
THURSDAY 17/07/2025				Include a small
Excursion 1: Elio Movie, Norwood				Combo deal.
Excursion 1. Euro Piovie, Norwood				Yes / No
FRIDAY 18/07/2025				
Incursion 1: Lego Build-n-Bash				
Incursion 2: Radicool Reptiles				

Date and Activity	Child 1	Child 2	Child 3	Notes
MONDAY 21/07/2025		,		
Incursion 1: Gaming Party Hire				
Incursion 2: Art Program				

TUESDAY 22/07/2025

Term 3 commences

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PAYMENT OPTIONS

DIRECT DEBIT FORM Please note that details are kept confidential, and this form will be shredded once entered. Card details are not kept on file.			
Credit Card: MasterCard Visa			
Card No:	Expiry Date:		
Cardholder Name:	Signature:		
ONLINE BANKING			
Please tick if you would like to pay via online banking transfer, and we will send you an email with the total amount due.			
Account name: Saint Ignatius College OSHC BSB: 064 786			
Account number: 10001 6282			
Reference: Please remember to refer to your child's name, your family name and 'vacation care' (e.g., J Smith VAC)			
Your bookings will be cancelled if an online banking tradays of receiving a confirmation email.	ansfer is not made within 5		

