



BELLEVUE HILL HOLIDAY CLUB APRIL 2020

Location: Kids Club Bellevue Hill Public School Contacts: Coordinators-Caroline Carver & Lauren Sheridan P: 9369 3643 E: bellevuehill@kidsclubosh.com.au	Admin Officer: Teresa Chan admin@kidsclubosh.com.au Office Hours: Wednesdays 1-6pm/ Fridays 1.15-6.15pm P: 9369 3643 E: admin@kidsclubosh.com.au
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Booking and Payment Terms

Booking & payment dates below

Booking Forms & receipt of payment must be received before your booking is processed

Holiday Club days	Early Bird Booking Cut-Off Date
13 th April-27 th April 2020	Tuesday 10 th March 2020
Daily Fee \$52.00	\$10.00 discount off total booking fee





To be eligible for an Early Bird Discount confirmation of all signed documentation and receipt of payment is required by COB on the Early Bird cut-off date above

All bookings received after the Early Bird Cut-Off Date as above will be charged without the \$10.00 discount






All Before and After School Care fees must be paid in full before your booking will be processed. Monies received will be first applied to outstanding accounts for before and after care before being applied to Holiday Club


Visit us at
www.kidsclubosh.com.au

HOLIDAY CLUB APRIL 2020

Monday 13 th April 2020	Tuesday 14 th April 2020	Wednesday 15 th April 2020	Thursday 16 th April 2020	Friday 17 th April 2020
Public Holiday Centre Closed	Easter Cooking & craft 	Bubble Soccer 	Cartooning 	Movies & PJ Day 
	Activity description: Let's get together and enjoy a hands-on cooking experience. A day filled with cooking delicious foods, crafts and Easter egg hunts before eating your creations!!	Activity description: Ultimate Bubble Soccer are providing 2 hours of bubble soccer, chicken run, super soakers flag football and ultimate frisbee. So, Bring your energy to our super fun Bubble Soccer day	Activity description: TOONWORLD invites you on a journey filled with creativity and drawing challenges where you will meet fun characters and design your own wonderful heroes!	Activity description: Cosy up for some great movies whilst relaxing in your pyjamas with all of your friends some popcorn and a Hot Chocolate YUMMY!!
	Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH Kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45
	Activity begins/ends All day programs	Activity begins/ends 10.30am-12.30pm	Activity begins/ends 1.30pm-3.00pm	Activity begins All day
	Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area
Early Bird discount \$10.00 off total booking fee until COB Tuesday 10th March 2020				
Daily Fee is \$52.00 plus Excursion/Incurtion costs below				
	\$18.00	\$24.00	\$23.00	\$15.00
	Total \$70	Total \$76.00	Total \$75.00	Total \$67.00
What to bring:				
	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders

HOLIDAY CLUB APRIL 2020

Monday 20 th April 2020	Tuesday 21 st April 2020	Wednesday 22 nd April 2020	Thursday 23 rd April 2020	Friday 24 th April 2020
Foodtoons 	Ice Skating Synthetic Surface 	Street Dancing 	Super Sports Day 	Rainbow Warriors 
Activity description: At TOONWORLD their vision is to bring Food town back to health with their superpowers and the sword of destiny, join us for a fun cartooning experience learning the importance of healthy food while drawing	Activity description: Put your skates on! An ex-champion skater will bring a synthetic ice-skating rink to Kids Club. Let skate without the wet clothes and cold air.	Activity description: Get your dancing shoes on.. Today you'll be learning Street Dancing It's energetic, fun and great to do with your friends	Activity description: Get ready to be active! Today we will play a variety of sports with a sports tournament. If you would like to bring your scooter or bike please make sure you wear closed in shoes and your helmet.	Activity description: Ninja warriors meets colour run. In an obstacle course setting there will be a number of fun drills, exercises and challenges under a rainbow cloud of colour.
Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH Kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45	Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45
Activity begins/ends 1.30pm-3.00pm	Activity begins/ends 1.00pm-2.00pm	Activity Begins/ends 10.30am/12.30pm	Activity begins/ends All day programs	Activity begins/ends 1.30pm-3.30pm
Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area	Risk Assessment completed and available for review in the parent area
Early Bird discount \$10.00 off total booking fee until COB Tuesday 10th March 2020				
Daily Fee is \$52.00 plus Excursion/Incurtion costs below				
\$23.00	\$39.00	\$25.00	\$18.00	\$26.00
Total \$75.00	Total \$91.00	Total \$77.00	Total \$70.00	Total \$78.00
What to bring				
Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders	Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders Spare Clothes

Monday 27th April 2020	Tuesday 21st April 2020	Wednesday 22nd April 2020	Thursday 23rd April 2020	Friday 24th April 2020
<p>Party Day</p>  <p>Activity description:</p> <p>Its PARTY day! We have many exciting party games planned for today. In addition, we will have a jumping castle as well as shoot 4. Shoot 4 is a mashup of the classic board game connect 4 and basketball.</p>				
<p>Location: BH kids Club Staff ratio: 1:15 Staff attending: 3 Vacancies: 45</p>				
Activity begins/ends				
Risk Assessment completed and available for review in the parent area				
Early Bird discount \$10.00 off total booking fee until COB Tuesday 10th March 2020				
Daily Fee is \$52.00 plus Excursion/Incursion costs below				
\$25.00				
Total \$77.00				
What to bring				
<p>Morning Tea, Lunch Afternoon Tea & refillable drink Kids Club Hat Closed-in shoes Covered shoulders</p>				

HOLIDAY CLUB TERMS AND CONDITIONS

By signing and submitting this form for my child/children (provide names below):

I understand and agree to the following:

- To enrol and give permission for my child to attend pupil free/holiday club and the activities programmed on the days I have selected on the booking/consent form. If this is the first time my child is attending pupil free/holiday club in the current calendar year I agree to complete and submit a new enrolment form before my child attends Kids Club
- No refunds or change of days is possible once my Booking Form has been processed
- That all enrolments will be allocated in accordance with the Commonwealth priority of access guidelines and the date that I returned my child's/children's enrolment form. Please tick your priority of access:
 - Priority One - Child at risk of serious abuse or neglect
 - Priority Two - A child of a single parent who satisfies, or parents who both satisfy the work / training / study test
 - Priority Three - Any other child
- To pay all fees and charges as they fall due in accordance with the Fee Policy and before Holiday club commences
- That I am liable for any costs incurred by Kids Club associated with debt recovery of my account including administrative, debt recovery and solicitor fees
- I must sign the Excursion Authorisation on the Booking Form giving permission for my child to attend excursions I have booked them into.
- For my child to attend an alternative venue or activity in the event that the original booked activity does not go ahead due to weather changes, transport problems, or the venue is unable to complete the booking
- In the event that the transport listed on the program is unavailable my child will be transported via an alternative method approved to be safe by Kids Club.
- To give permission for my child to watch G/PG rated movies during pupil free/vacation care.
- In the event of an accident, emergency or illness involving my child and staff being unable to contact me or other authorised contacts, I consent to staff seeking and obtaining medical, dental, hospital and ambulance assistance and accept full liability for any expenses incurred.
- To sign my child/children in and out of the program daily, notify the program by 8.00am if he/she is going to be absent, and ensure all persons collecting my child from the program are over the age of 18 and are registered with the centre as an Authorised Person to pick up my child
- To provide my date of birth and that of my child/children. I understand if the required information is not provided, I will not receive a Child Care Subsidy. The details provided to the program must match those provided to Centrelink.
- I understand that I am required to follow all policies of the service including Codes of Conduct and understand that if I or my child fail to adhere to the centres policies my booking and/or enrolment can be cancelled.
- Children must be picked up by 6pm when the centre closes. Our License strictly dictates that our operating hours are between 7.30am-6pm. After this time the centre is not covered by Insurance, Workers Compensation or Public Liability.
Any late collection of children will be recorded and a fee of \$15 for every 15 minutes until 6.30pm will be charged. Please see our "Dropping off and Picking up" Policy for more details.
- To purchase a Kids Club Hat for my child to wear during the Holiday Club Program. I understand and agree that failure to purchase a Kids Club hat prior to attending Holiday Club (should my child arrive at the centre without their hat) will mean my child is not able to attend the excursion, however, the vacation care fee for that day will be payable. Additional hats may be purchased at the centre at a cost of \$14.00

I, (parent/guardian name),

agree to the above-mentioned Terms and Conditions.

Signature: Date: / /



HOLIDAY CLUB INFORMATION FORM

- 1. Arrivals and Departures:** You are required to sign your children in and out of the program each day recording arrival and departure time via the Ipad. For safety purposes it is important that staff are informed of your child's arrival and departure daily. Please ensure your child arrives at least 20 minutes prior to the excursion departure time, this assists us to run excursions to the planned schedule. Please note if the excursion group has departed your child will not be able to attend the excursion or remain at the program.
- 2. No Hat No Outside Play - this includes excursions:** As a sun safe measure Kids Club requires all children and staff when outside to wear an approved sun smart hat. In addition, and as required by the Cancer Council and WHS legislation we monitor the UV Index daily to ensure we take all reasonable precautions to protect children and staff from over exposure to the sun. SunSmart clothing should also be a priority with children wearing clothes that cover their shoulders Eg: no singlets, dresses with straps etc
- 3. Sunscreen:** is available at the centre, we ask that you apply the sunscreen to your child upon arrival. Staff will supervise re-application during the day. If your child is sensitive or has an allergy to the sunscreen, we use please supply an appropriate sunscreen for your child.
Sunscreen can be found next to the sign in area
- 4. Allergy awareness:** On enrolment you are required to advise staff if your child has an allergy and identify the allergy on the enrolment form. To ensure we are able to take best care of your child we ask that you also provide information as to the triggers and symptoms of your child's allergy. All efforts will be made by staff to avoid such triggers. Kids Club is a "Nut Free" environment. Children are not allowed to bring nuts of any type into our programs. The sharing of food is also not allowed.
- 5. Anaphylaxis:** If your child has a diagnosed allergy, you must provide a completed coloured allergy action plan including a coloured photo and labelled medication before your child attends the service. All medication should be handed directly to staff on arrival and should be clearly labelled in its original packaging with the child's name. All medications must be on the premises at all times when your child is present. The action plans are to be updated as required (at least yearly) and staff notified of any changes to the action plan (refer to the anaphylaxis policy and procedure).
- 6. Asthma:** If your child has been diagnosed with Asthma, you must provide a current Asthma action /management plan, which needs to have been completed by your treating GP. In addition, we require a long-term medication form (refer to the asthma policy and procedure).
- 7. Medication:** Before we can administer a prescribed medication to your child, we require you to complete a medication authority form. All sections of the medication form need to be completed. Medication can only be administered if the medication is in its original packaging and labelled with the child's name, a current date and the name of the medication and dosage required. (refer to medication policy) Children returning from an illness will require a Doctor's clearance certificate stating they are no longer infectious and are fit to attend care.
- 8. Kids Club hat:** To assist staff in the care and safety of your child we require your child to wear a Kids Club hat when attending one of our excursions. The Kids Club Hat can be purchased from Kids Club, at a cost of \$14.00. We view this safety strategy as a necessary precaution and as such children who do not have a Kids Club hat will not be allowed to attend the excursion. Ensuring your child has a Kids Club Hat for Holiday Club & excursions is your responsibility; we recommend that you purchase a Kids Club Hat when making your booking. If your child loses or forgets their hat a replacement must be purchased before attending any excursions, the centre does not run a separate program at the centre during excursion times.
If your child is unable to attend fees for this day are still payable according to the terms and conditions for Holiday Club
- 9. Change or cancellation of activity** – in the case where the activity is changed, cancelled due to circumstances beyond our control, we will endeavour to replace it with one of equal cost/activity

Please see both our website and centre policy for more information relating to Holiday Club

We look forward to another fun filled Holiday Club this April.