

CREATING LINKS VACATION CARE

Creating Links (N.S.W.) Ltd. provides Out of School Hours Care and Vacation Care programs for school-aged children, with both permanent and casual care arrangements available. Each of our services offer various care components - for further information please contact the coordinator.

HOW TO BOOK

- Please return your form to the Centre Supervisor as soon as possible. Places are limited and some activities book out.
- All bookings must be submitted for your child attending vacation care
- Booking forms must be completed in full, including excursion permission forms, for EACH excursion that your child/ children are attending. We cannot accept incomplete forms.

For children currently attending Creating Links OOSHC service

- Complete a vacation care booking form. Print and sign.
- Return the completed booking form to the Centre Supervisor or email oosh@creatinglinks.org.au

For children who DO NOT attend Creating Links OOSHC service

- Complete the Creating Links Enrolment Form AND this booking form, and return both in person to the Centre Supervisor.

IMPORTANT INFORMATION

- Please refer to our Parent Handbook for details of our policies.
- For every day at Vacation Care, remember to bring a refillable water bottle, enough nutritious food for the day (morning tea, lunch and afternoon tea), a hat and sunscreen
- Children must not be left at the centre at any time prior to the opening hours of the centre.
- Children must be signed in and out of the Centre each day. Children will not be allowed to leave the service with any person other than those nominated on the Enrolment Form.

EXCURSIONS

- Please complete and sign a permission form for EACH excursion that your child/ children will be attending and hand this to the Centre Supervisor, along with your booking form.
- A risk assessment has been completed for each excursion and can be viewed onsite at your child's service. Please see service staff if you would like to view a copy.
- Clothing: children attending excursions need to wear a broad brimmed hat, enclosed shoes, and suitable clothing for the conditions (including rain protection if necessary)
- Food & other items: backpack, refillable water bottle, enough nutritious food for the day and sunscreen
- Water activities only: swimwear, a towel and a rash shirt.
- Please check the departure times for all excursions. We ask that children arrive at least 20 minutes prior to departure for all excursions
- Any cancellations or changes to the program will be communicated by service staff.

PAYMENT DETAILS

- FULL PAYMENT of fees is required prior to your child attending vacation care
- Vacation care bookings will not be accepted if any fees are outstanding from a previous holiday period and/or Before and After School Care

A refund is only available if Creating Links cancels a program. If a child/children are booked and unable to attend due to illness or other reason you are still required to pay for the booking

- Payment may be made by instalments in some circumstances. Please contact us to discuss your situation.
- By completing and submitting this form you agree to pay all fees and costs associated with the selected activities and any additional items requested
- The Centre Supervisor will calculate the total fees payable, taking into account any applicable government rebate.
- You will receive a statement via email confirming your booking.
- At the conclusion of the vacation program, you will receive a statement showing any outstanding fees, which must be paid within 7 days.
- Payments may be made by cash (a receipt will be issued) or via direct deposit to the following account:
 - Account Name:** Creating Links (NSW) Ltd
 - Bank:** WBC
 - Account BSB:** 032 361
 - Account Number:** 166440
 - Description:** 'Your name Vacation Care'
e.g., 'Smith - Vacation Care'

ENQUIRIES

If you have any enquiries about the Vacation Care program, please speak with the Centre Supervisor or call 0417 232 027. Contact the office and request to talk to Linda by email oosh@creatinglinks.org.au

Bankstown OSHC

Bankstown Public School
Rest well Street, Bankstown NSW 2200
P: 97900947
M: 0417232027
E: oosh@creatinglinks.org.au

ENROLMENT INFORMATION

CHILD A

CHILD B

First name:

Middle name:

Last name:

Gender:

Date of birth:

Address:

Name of school:

Centrelink CRN
Number:

Aboriginal or Torres
Strait Islander:

Languages spoken:

Nature or disability or
any health
requirements (if
applicable):

ENROLMENT INFORMATION

CHILD C

CHILD D

First name:

Middle name:

Last name:

Gender:

Date of birth:

Address:

Name of school:

Centrelink CRN
Number:

Aboriginal or Torres
Strait Islander:

Languages spoken:

Nature or disability or
any health
requirements (if
applicable):

GUARDIAN INFORMATION

GUARDIAN A

GUARDIAN B

Full name:

Gender:

Date of birth:

Address:

Centrelink CRN
Number:

Relationship to child:

Home phone:

Mobile:

Work phone:

Email:

EMERGENCY CONTACTS

CONTACT 1

CONTACT 2

Name

Address:

Contact number:

Relationship to child:

THE PROGRAM: CHILDREN UNDER 12 YEARS

Creating Links Bankstown OSHC: Bankstown Public School

Opening hours: 7:00 AM – 6:00 PM

Please note, if your child has an NDIS Plan cost of stated per day is not applicable. Please note extra charges apply for activity and transport.

Please contact us to discuss your circumstances.

Child A Name:

Child B Name:

Child C Name:

Child D Name:

RETURN FORM BY: 21st September 2018

WEEK 1: TUES 2ND OCT – FRI 5TH OCT

| DATE | TYPE | DETAILS | COST | BOOKING |
|--|-----------|---|------|--|
| Mon 1 st Oct 2018 | Closed | . Closed Public Holiday | | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Tues 2 nd Oct 2018 | Excursion | Australian Maritime Museum Explore the tall ships and discover more about the sea | \$70 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Wed 3 rd Oct 2018 | Centre | Sports day sporting bee Let's get moving and have fun | \$60 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Thu 4 th Oct 2018 | Excursion | 7/10 Ten Split Bowling/laser tag Roll the ball down to see how many pins you can knock over Includes lunch | \$65 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Fri 5 th Oct 2018 | Centre | Wheels day bring your bike, scooter, or pram | \$50 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |

WEEK 2:TUES 3rd Oct – FRI 6TH OCT

| DATE | TYPE | DETAILS | COST | BOOKING |
|--------------------------------------|-----------|---|------|--|
| Mon 8 th Oct 2018 | Excursion | Featherdale wild life park /BBQ lunch Get up close to some of Australian native animals | \$70 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Tues 9 th Oct 2018 | Centre | Box construction Using a variety of different size boxes and craft materials and get creative. | \$50 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Wed 10 th Oct 2018 | Excursion | Flip out at punchbowl Bounce, jump and roll on the big green Trampoline | \$66 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Thur 11 th Oct 2018 | Centre | Cooking Making our lunch (sandwiches) Making fruit kebabs This gives children the opportunity to explore healthy eating and make healthy choices. | \$55 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |
| Fri 12 th Oct 2018 | Excursion | Bankstown Hoyts Enjoy a relaxing day at the movies, go Lunch at MacDonald's (bring money for lunch) | \$65 | <input type="checkbox"/> Child A <input type="checkbox"/> Child B <input type="checkbox"/> Child C <input type="checkbox"/> Child D |

EXCURSION PERMISSION FORM

Please complete and sign the Excursion Permission Form for EACH excursion that your child/children will be attending. Submit the Excursion Permission forms to the Centre Supervisor along with your Booking Form.

| DATE | DETAILS | COST | CONSENT |
|-------------------------------|---------------------------------------|------|---------------------------------|
| Tues 2 nd Oct 2018 | Australian Martine Museum | \$70 | <input type="checkbox"/> (tick) |
| Thur 4 th Oct 2018 | 7/10 Split Ten Pin Bowling /Laser tag | \$65 | <input type="checkbox"/> |
| Mon 8 th Oct 2018 | Featherdale Wildlife park | \$70 | <input type="checkbox"/> |
| Wed 10 th Oct 2018 | Flip out Punchbowl | \$66 | <input type="checkbox"/> |
| Fri 12 th Oct 2018 | Bankstown Hoyts | \$65 | <input type="checkbox"/> |

A risk assessment has been prepared for the activities. Please see staff if you would like a copy.

I, _____

(Parent/Guardian name)

Give permission for my child/children

(child A name)

(child B name)

(child C name)

(child C name)

To attend the excursion(s) outlined above.

Signed: _____

Best contact number: _____

GENERAL PERMISSIONS

- I have read all enrolment and the important information on how to make booking and agree to abide by them.
- I have read the activities information page which outlines information relevant to Vacation care program activities.
- I give permission for my child to attend Creating Links, Bankstown Vacation Care and will not hold the Creating Links its staff or Volunteers responsible for damages and or loss of property and or accident.
- I agree to my child travelling by Creating Links vehicle or commercial transport.
- I agree to my child walking on the streets to and from the centre with Creating Links staff.
- I realise all care will be taken by staff, and I have informed my child that he /she have to behave and be responsible whilst on every excursion.
- I agree to staff taking photographs of my child/children and displaying them in-centre, in the OSCH Newsletter, or on the Creating Links website.
- I give permission for my child/children to walk with Creatinglinks staff to the local playground/park

CONSENT

Guardians Name:

Date:

Signature:

