

Monday 16 th April	Tuesday 17 th April	Wednesday 18 th April	Thursday 19 th April	Friday 20 th April
<p>Excursion: Inflatable World <i>Today children will get to play on inflatable obstacle courses.</i></p> 	<p>Incursion: Kindifarm <i>Today a farmer will visit the centre with various farm animals for the children to feed & pet.</i></p> 	<p>Excursion: Powerhouse Museum <i>Today we will get to explore the various exhibits and attractions on offer.</i></p> 	<p>Incursion: Inflatable Sports Day <i>Today children will try out inflatable soccer and other inflatable sports.</i></p> 	<p>Excursion: Our Big Kitchen <i>Today we will be travelling to Bondi to cook food to donate to homeless shelters around Sydney.</i></p> 
Monday 23 rd April	Tuesday 24 th April	Thursday 26 th April	Friday 27 th April	Monday 30 th May
<p>Excursion: Sky Zone <i>Today we will be able to jump on trampolines, and use all the areas available at Sky Zone.</i></p> 	<p>Incursion: Bricks4Kidz Lego <i>Today children will get to participate in various Lego workshop rotations.</i></p> 	<p>Excursion: Australian Reptile Park <i>Today we will be visiting the different exhibits and keeper talks.</i></p> 	<p>Excursion: Sydney Observatory Astronomy Tour <i>We will be exploring the observatory and participating in various craft workshops</i></p> 	<p>Incursion: Laser Tag <i>Today children will participate in laser tag obstacle games.</i></p> 

IMPORTANT INFORMATION (DETACH AND KEEP)

OPERATING TIMES

The centre will be open from 7.15am to 6.00pm each day.

On excursion days, all children must be at the Centre by 9.00am. If your child is not signed in by the time the bus departs, your child will not attend the excursion. As only one program will be run each day, if an excursion is programmed, there are no alternative activities provided. All staff working on the excursion day will attend excursions and the LAC building will be closed on departure of the children and re-opened when they return.

FOOD

- LAC will provide breakfast (cereal & toast) as an option for children arriving before 8:30am.
- All children must bring their own morning tea and lunch plus a refillable water bottle. **No nuts are permitted.**
- A late afternoon/evening snack will be provided by LAC each day.

ELECTRONIC EQUIPMENT AND DEVICES

Children are not allowed to bring electronic devices to LAC. Staff at LAC will take no responsibility for loss or damage to electronic equipment brought into the centre by the children.

CLOTHING

- Please ensure children bring a hat and runners or sneakers.
- Children need to wear shirts with sleeves – no singlet tops.
- On excursion days children will need to wear a green 'LAC excursion shirt'.

SUN SAFETY

- Please make sure that your child comes to vacation care with sunscreen applied or help yourself to the bottle on the sign in desk.
- **Your child must bring a hat.** Children without an appropriate hat will not be allowed to participate in outdoor activities.

FEES

- Incursion days: \$70 per day
- Excursion days: \$85 per day
 - An additional \$15 charge applies on excursion bookings. This is to cover the costs of transporting children to and from excursions on a chartered coach.
- Full payment is required for booking to be confirmed.
- All CCB repayments will be credited into Term 2 fees in 2018.

- My child/ren is currently enrolled at the service
- My child/ren is not currently enrolled at the service (**please complete an enrolment form**)

	Name	Age	D.O.B.	Allergies/medication/ special requirements
Child 1 (C1)				
Child 2 (C2)				
Child 3 (C3)				

	Week 1: 16 th – 20 th April	C1	C2	C3		Week 2: 23 rd – 27 th April	C1	C2	C3
M	Excursion: Inflatable World				M	Excursion: Sky Zone			
T	Incursion: Kindifarm				T	Incursion: Bricks4Kidz Lego			
W	Excursion: Powerhouse Museum				W	PUBLIC HOLIDAY			
TH	Incursion: Inflatable Sports Day				TH	Excursion: Australian Reptile Park			
F	Excursion: Our Big Kitchen				F	Excursion: Sydney Observatory Astronomy Tour			
					M	Incursion: Laser Tag			
						Office Use Only			
						Costing	C1	C2	C3
						Incursion days booked:			
						Excursion days booked:			
						Total:			

All CCB entitlements will be credited into Term 1 Fees.

Parent/Guardian Contact

Name: _____ Email: _____

Phone: _____

Excursion Permission

Regular Outings

I give permission for my child/ren _____ (insert name/s) to participate in a range of sports and activities available as part of LAC Vacation Care Program.

The following regular outings are offered as part of each vacation care program:

- Edenborough Oval
- Lindfield Library

I understand that the children will walk to the nominated sites for 'regular outings' and be supervised at all times by LAC staff who will maintain a required ratio of **1 adult to 8** children. I am aware that a risk assessment has been conducted and is available for review at the centre.

Excursion Days

I give permission for my child/ren _____ (insert name/s) to participate in the excursions nominated below. I am aware that:

- Children will travel to their destination by chartered bus.
- There will be a maximum of 40 children on excursion.
- There will be 7 educators on excursion.
- The children will be supervised at all times by vacation care staff who will maintain a ratio of **1 adult to 8 children**.
- I understand that a thorough risk assessment has been conducted by the service in accordance with regulatory requirements and that the document is available for review at the service.

Child's name	Date	Excursion
1. 2. 3.	16/04/18	Venue: Inflatable World Address: 7 Gundah Rd, Mt Ku-Ring-Gai NSW 2080. Activities: jumping on inflatable obstacle courses. Duration: depart at 9:30am and return by 2:00pm. Transport: chartered bus.
1. 2. 3.	18/04/18	Venue: Powerhouse Museum Address: 500 Harris St, Ultimo NSW 2007. Activities: visiting exhibitions and participating in special workshops. Duration: depart at 9:30am and return by 2:00pm. Transport: chartered bus.
1.	20/04/18	Venue: Our Big Kitchen Address: 26 Flood St, Bondi NSW 2026.

Vacation Care Booking Form

2.		Activities: children will cook and prepare food. Transport: chartered bus.
3.		
1.	23/04/18	Venue: Sky Zone Alexandria Address: 75 O’Riordan St, Alexandria NSW 2015. Activities: children will jump on trampolines. Duration: depart at 9:30am and return by 2:00pm. Transport: chartered bus.
2.		
3.		
1.	26/04/18	Venue: Australian Reptile Park Address: 69 Pacific Hwy, Somersby NSW 2250. Activities: children will visit reptile enclosures and listen to keeper talks. Duration: depart at 9:30am and return by 3:00pm. Transport: chartered bus.
2.		
3.		
1.	27/04/18	Venue: Sydney Observatory Address: 1003 Upper Fort St, Millers Point NSW 2000. Activities: children will participate in an astronomy workshop. Duration: depart at 9:30am and return by 2:00pm. Transport: chartered bus.
2.		
3.		

Parent/Guardian’s Name: _____ Date: _____

Signature: _____

Vacation Care 2018 Terms & Conditions

I understand that:

- Fees are payable in advance in order to confirm position and booking.
- Once vacation care is confirmed, fees are not refundable.
- It is a legal requirement that a parent/guardian or other authorized person signs my child/children in and out of the service every day.
- If any unavoidable late change to the program occurs, a similar excursion/incursion will be substituted and parents will be notified as soon as possible.
- This is a NUT FREE centre - all and any food brought to the centre must be nut free.
- Children are advised not to bring valuable items to the centre.
- Children are not permitted to bring mobile phones, game boys, electronic equipment etc to the Centre. The centre/staff cannot take responsibility for these items, especially on excursions. All personal items must be labeled.
- Parents are required to notify the centre of any allergies their child may have.
- Parents are responsible for updating all parent contact and emergency contact details including authorised pick up persons.
- Staff can only administer medications with the written permission from a parent/guardian. Parents requiring staff to administer medication must complete a Medication Authority form (Included in the centre enrolment form).
- Centre and vacation care rules are established for the safety and enjoyment of all children. Children are expected to respect and follow these rules. Breaches of these rules will result in children being excluded from activities or, following consultation between centre staff and parents, the rest of the program. Any critical incidents will result in immediate exclusion from the service.
- LAC closes at 6.00pm and late fees will be charged in accordance with LAC late fee policy.
- I agree to my child/children travelling with staff via public transport, chartered bus, car and walking where appropriate as part of the vacation care excursion program.
- I understand that if my child/children is sick, fees are non-refundable.
- I acknowledge that G and PG rated movies, DVD's and games may be shown at the centre where and when appropriate.

Parent/Guardian name: _____ Date: _____

Signed: _____