

Monday 1 <sup>st</sup> October	Tuesday 2 <sup>nd</sup> October	Wednesday 3 <sup>rd</sup> October	Thursday 4 <sup>th</sup> October	Friday 5 <sup>th</sup> October
<p><b>PUBLIC HOLIDAY</b></p>	<p><b>Excursion:</b> <b>Archie Brothers</b> Today children will get to play arcade games, dodgem cars, laser maze, bowling &amp; high ropes</p> 	<p><b>Incursion:</b> <b>Laser Tag</b> Today children will participate in laser tag challenges.</p> 	<p><b>Excursion:</b> <b>ExoXplore Bush Detectives</b> Today children will be Bush Detectives at North Head Sanctuary.</p> 	<p><b>Incursion:</b> <b>Pyjama Movie &amp; Mirror Photo Booth Day</b> Today children will get to wear their pyjamas to LAC, enjoy the photo booth and</p>  <p>watch movies.</p>
Monday 8 <sup>th</sup> October	Tuesday 9 <sup>th</sup> October	Wednesday 10 <sup>th</sup> October	Thursday 11 <sup>th</sup> October	Friday 12 <sup>th</sup> October
<p><b>Excursion:</b> <b>Inflatable World</b> Today we will be able to play on various inflatable obstacle courses.</p> 	<p><b>Incursion:</b> <b>Fun Sports Day</b> Children will get to enjoy inflatable soccer, zorb balls and inflatable games.</p> 	<p><b>Excursion:</b> <b>Games Boy Comedy Show</b> Today we will be watching a children's comedy show.</p> 	<p><b>Incursion:</b> <b>Brick Worx</b> Today children will participate in LEGO activities &amp; challenges.</p> 	<p><b>Excursion:</b> <b>Taronga Zoo</b> Today we be exploring Taronga Zoo exhibits.</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

- **Incurion days: \$70 per day**
- **Excursion days: \$90-\$100 per day**
- Full payment is required for booking to be confirmed.
- All CCB repayments will be credited into Term 4 fees.

- 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: 1 <sup>st</sup> – 5 <sup>th</sup> October	Cost	C1	C2	C3		
M	<b>Public Holiday</b>	-	X	X	X		
T	Excursion: Archie Brothers	\$100					
W	Excursion: Laser Tag	\$70					
TH	Excursion: EcoXplore Bus Detectives	\$95					
F	Excursion: Pyjama Movie & Mirror Photo Booth Day	\$70					
	Week 2: 8 <sup>th</sup> – 12 <sup>th</sup> October	Cost	C1	C2	C3	Totals	
M	Excursion: Inflatable World	\$95				\$70	
T	Excursion: Fun Sports Day	\$70				\$95	
W	Excursion: Games Boy Comedy Show	\$95				\$100	
TH	Excursion: Brick Worx	\$70				Total	
F	Excursion: Taronga Zoo	\$95					

*All CCB entitlements will be credited into Term 4 Fees.*

**Parent/Guardian Contact**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## Excursion Permission

**I am aware that on every excursion:**

- Children will travel to their destination by chartered bus.
- There will be a maximum of 50 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.

***Please write your child/ren's name in the boxes below for the excursions that they are attending.***

Child's name	Date	Excursion	Parent Initial
1. 2. 3.	02/10/18	<b>Venue:</b> Archie Brothers <b>Address:</b> 75 O'Riordan St, Alexandria NSW 2015. <b>Activities:</b> Children will participate in arcade style games & activities. <b>Duration:</b> Depart at 9:30am and return at 2:00pm. <b>Transport:</b> Chartered bus.	
1. 2. 3.	04/10/18	<b>Venue:</b> EcoXplore Bush Detectives <b>Address:</b> Building #20 North Fort Road North Head Manly, NSW 2095. <b>Activities:</b> Children will participate in activities at North Head Sanctuary. <b>Duration:</b> Depart at 9:30am and return at 2:00pm. <b>Transport:</b> Chartered bus.	
1. 2. 3.	08/10/18	<b>Venue:</b> Inflatable World <b>Address:</b> 7 Gundah Rd, Mount Kuring-Gai NSW 2080. <b>Activities:</b> children will get to play on inflatables. <b>Duration:</b> Depart at 9:30am and return by 2:00pm. <b>Transport:</b> Chartered bus.	
1. 2. 3.	10/10/18	<b>Venue:</b> Games Boy Comedy Show. <b>Address:</b> 199 Cleveland Street, Redfern, Sydney, 2016, Australia <b>Activities:</b> Children will watch a children's comedy show. <b>Duration:</b> Depart at 9:30am and return at 2:00pm. <b>Transport:</b> Chartered bus.	
1.	12/10/18	<b>Venue:</b> Taronga Zoo. <b>Address:</b> Bradleys Head Rd, Mosman NSW 2088. <b>Activities:</b> Children will explore various animal	

2.		exhibits.
3.		<b>Duration:</b> Depart at 9:30am and return at 3:00pm. <b>Transport:</b> Chartered bus.

**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.

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.
- I understand that if my child/children is sick, fees are non-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.
- 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).
- 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.
- 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 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: \_\_\_\_\_