



## Mascot Vacation Care

Mascot Public School Hall  
207 King Street, Mascot  
0428 061 403

**26 September 2022**  
to  
**7 October 2022**

**Bookings Open:**

6.30 am Wednesday 7 September 2022

**Bookings by: 5 pm** Wednesday 21 September 2022

Government Approved for Child Care Subsidy (CCS)

**A** Office  
23 St Georges Road,  
Penshurst NSW 2222  
**P** 1300 327 434  
**E** [oshc@3bridges.org.au](mailto:oshc@3bridges.org.au)  
**W** <http://www.3bridges.org.au/>

## Monday 26 September 22

Centre Day \$50  
All Children

### Circus Day

Come one, Come all! Step right up to our very own circus day!



#### In Centre Fun:

- Make your own Juggling Balls
- Face Painting & Coloured Hair Spray
- Sponge Targets
- Doughnut Competition
- Talent Show
- Toilet Paper Toss and lots more Carnival & Novelty Game



## Tuesday 27 September 22

Incursion Day - \$60  
All Children

### SKATE NOW Workshop & Bike and Scooter Day!

Great introduction to skateboarding! The program is based on low-risk, gradated learning, delivered with a blend of fun, skill development and safety instruction.

**Time: 1:00-3:00pm**



### Bike and Scooter Afternoon

This afternoon lets get our bikes and scooters out and ride with our friends.



You **MUST** have a Helmet, enclosed shoes. Children are not permitted to share bikes/scooters

## Wednesday 28 September 22

Excursion Day - \$70  
All Children

### Carnival Day at 3Bridges Summer Hill

Today we will be joining our friends from 3Bridges Summer Hill & Mascot for an extreme day of carnival fun! Jumping Castles, Snow Cones, Sausage Sizzle & games galore!

**Time: 8:30am – 3:00pm**  
**Transport: Private Bus**



#### Afternoon Fun:

- Group Games
- Art & Craft
- Movie & Popcorn



## Thursday 29 September 22

Incursion Day - \$60  
All Children

### Hunger Games Incursion

2 hours of Hunger Game battles like never before, kids will be engaged in archery training, sword fighting, boxing, hiding, catching, finding, searching and so much more.

**Time: 1:00pm -3pm**



#### Centre Fun:

- Sherbet Making
- Fruit Kebabs & Marshmallows
- Outdoor & Novelty Relays



## Friday 30 September 22

Centre Day - \$50  
All Children

### Community Visitors?

Today we are very excited to welcome our Community into the Centre. Children will be getting a variety of community members visiting to have chat to them about their role in the community.



- Fire Brigade
- Karate Demo from Power Karate
- Activities to teach us about the community we live in.



## Monday 3 October 22

**Closed Public Holiday**



## Tuesday 4 October 22

Incursion Day - \$60  
All Children

### Laser Skirmish Incursion

Laser Skirmish is an action-packed experience for kids and the young at heart. Laser Skirmish object orientated games – Capture the Flag, King of the Hill and Fortnight!



**Time: 10am – 12:00pm**

### In Centre Fun:

- Parachute & Group Games
- Scavenger Hunt
- Balloon Painting
- Alien Splatter Painting



## Wednesday 5 October 22

Excursion Day - \$80  
All Children

### Sydney Zoo

Let's jump on the bus with our Rockdale and Summer Hill's friends to see over 4,000 Animals, Australia's largest reptile and nocturnal House and the aquarium.



**Time: 8:30am – 4:00pm**

**Transport: Private Bus**

### Afternoon Fun

- Movie & Popcorn
- Hama Bead Creations



## Thursday 6 October 22

Incursion Day - \$60  
All Children

### Survivors for Kids

Based on the famous TV Show, Fit for Kids will be providing 'Survivor Kids' two hours of innovative and fast paced activities; team challenges, obstacles, puzzles & games.



**Time: 1:00pm -3pm**

### Technology & Games Day!

Today you can bring in your devices from home or chill out with art and craft activities.

*(Please remember no wifi and only G & PG games)*



## Friday 7 October 22

Centre Day - \$50  
All Children

### Busy Hands Day!

Today our hands will be doing all of the work! Children will be building, crafting, assembling and crafting all types of things!



### In Centre Fun:

- Toolbox Making
- Candle Making
- Robot Constructions
- Group Activities
- Hammock Play
- Cubby Houses



## GENERAL INFORMATION

Bookings OPEN 6.30am from the date on the front of the program.  
Booking Form can be submitted via email; or handed to the office, a Children's Services Coordinator or senior team member. Forms are date and time stamped on receipt.  
Booking Fee of \$25 will be added to your HubWorks account.  
Priority will be given to all bookings received prior to the Wednesday before the holidays and you will be advised if your child has missed out on any care or excursion/incursion.

Ensure booking form is fully completed. Parents will be contacted if information is missing or unclear.

Late Bookings. All bookings must be received prior to the Wednesday prior to the commencement of the holidays. Bookings received after this day will be processed when time permits. Our admin team will advise you of the days or excursions that are fully booked; and any available alternatives.

Priority of Access & Registration Priority – Care will be allocated in priority of access order.  
*Ref: OOSH Information Handbook p.7 and section 1.3A.*

Excursions do not come under Priority of Access conditions. Excursions are allocated in order of booking and availability of places; and suitability.

Transport: Some excursions may require Transport by train and/or bus and/or ferry. If walking distances is difficult for your child, please advise on Booking form or call.

### Fees and Payment

**Fees are \$50 per day for in centre or local park days, \$60 for in centre with incursion days and \$70 for Excursion Days. Fees are noted on the program. Lunches are not provided - unless stated.**

FEES must be up to date for vacation care bookings to be processed. To avoid disappointment, call the office to check your account status and pay arrears.

You will be invoiced on the Wednesday the week following the care.

Payment is due via BPAY or iPay within a week of invoices being issued.

Late Fine for collection of children after 6pm: \$10 per 10 minutes or part thereof

8. **Excursions:** Until our vacation care attendances average 40 per day, we have **all out compulsory excursions**. Therefore, the relevant excursion permission must be completed by all families booking a child into an excursion day. Whilst on excursion, Educators can be contacted on 0428 061 403.

9. Reduce your fee costs - apply for Child Care Subsidy. The three fee price points are fully subjected to CCS and this helps eligible parents to reduce their OOSH fees;  
**Cancellation and Absences:** If you wish to cancel a booked care day, cancellation email must be sent to one full week or more before the first day of care needing to be cancelled and care fees will not be charged. The Booking Fee will be forfeited. However, if care is cancelled less than one full week prior to the first day of care needing to be cancelled, fees are payable on receipt of the Tax Invoice. If a child can be replaced by another child from the waiting list, the fee will not be charged for that day. If your child/ren is booked into care, but does not attend, fees are payable and 'Absences' will be recorded toward the 42-day annual limit.

## 10. BOOKING PROCEDURES

How to complete Vacation Care Forms.

- Please use one Booking Form per child and mark all the 'Care' days you require with an 'x' in the white box and an 'x' in the coloured section for the Centre that you choose to utilise.
- Fill in excursions permissions for each excursion you have booked your child/children into and return with this Booking form

Please sign the booking form as an indication that you agree with the Conditions of Enrolment and with the conditions within the General Information. Adherence to these conditions is a requirement of family's use of service and child's participation.

## Conditions of Enrolment

*To provide a well organised and safe program, the following conditions have been devised. Your cooperation in complying with the following conditions will assist us to provide a safe and enjoyable Vacation Care Program for your children.*

### 1 Hours of Operation

Vacation Care operated from 7.00am to 6.00pm. Parents of children not collected by 6.00pm sharp will be charged a late pick-up fee of \$10 per 10 minutes or part thereof.

Call the Coordinator if you are running late, held up at work, in traffic, etc. to reassure your child and give an expected arrival time.

If a child is left late at the Centre, every effort will be made to contact the parent/ guardian or emergency contact person.

**NOTE:** If no contact is made by 7.00pm, Police will be called and the child collected by its officers. Department of Community Services will be notified within 24 hours.

### 2 Excursions

To ensure each child's safety, children must be signed in at the Centre by 8.30 am, or at least one hour before departure. Educators and children leave on time. Late arrivals will remain the responsibility of their parent/ guardian. If there is an in-centre alternative and vacancies available, this can be arranged as an alternative with the Office.

No responsibility is taken for late arrivals.

During the day, groups may go on mini walking excursions in the local area. This will be noted on the program. Children walk with educators or are transported by the 3Bridges Community minibus or a chartered bus (or at times, public transport) to excursions out of the local area.

### 3 Behaviour

Please note that constant disruptions to the program may result in a child's exclusion after consultation with the Coordinator, Manager and the parent.

### 4 Late Enrolments

Once the program has commenced it is best to check the availability of places by phoning the office 1300 327 434. Complete and submit the booking form available on the internet at [www.3bridges.org.au](http://www.3bridges.org.au)

5 Fees Attendance at Before School Care, After School Care and any following Vacation Care programs is reliant on all fees being up to date. No refunds of fees, credits or exchanges of days are allowable. As 3Bridges Community is an approved service provider, Child Care Benefit and Child Care Rebate is available to eligible families. Contact the Family Assistance Office on 13 61 50 for assessment. It is a parent responsibility to advise the Centre of the Customer Reference Numbers (CRNs) for the fee-paying parent and the children in care.

## 6 Arrival and Departure

On arrival, parent/ guardian or nominee is required to sign the child in with the time of arrival. Please let the educators on duty know that your child has arrived before leaving.

On collection, parent/ guardian or nominee is required to sign the child out with time of collection.

Written permission with the parent/ guardian's signature is required if a child is to be collected by someone else other than the parent/ guardian. Children will not be released into the care of anyone other than the parent without this written authority. Your nominee can be added to HubWorks enrolment or An Authority to Collect Form can be completed giving authority to your nominee.

Written permission with the parent/ guardian's signature is required to Authorise a Child (over 10 years) to Independently Leave the service. We reserve the right to not allow a child to leave the service unaccompanied, if it is considered a risk to the child.

## 7 Illness/Accident/Medication

We conduct risk assessments and plan to reduce the risk of accidents and keep your child safe. If a child has an accident and needs medical attention, we will apply first aid, make the child comfortable and contact the child's parent to collect.

In the event of a serious accident, an ambulance will be called, and parent will be notified as soon as first aid has been administered.

The best place for sick children is at home. If a child is sick in care, for the child's wellbeing and to prevent spread of infection, the child's parent will be contacted to collect.

We do not administer medicines under any circumstances without a Medication Permission Form being completed, signed and dated by the parent/guardian. All medicines are to be in the original container, with dosage showing and within use by date. Medication Permission Forms are available from the Coordinator.

Medical Conditions: An up-to-date Medical Management Plan with the child's photo and Doctor's signature is mandatory for children with medical conditions such as asthma, anaphylaxis, diabetes, etc.

## 8 What to bring/wear

Food and drink for morning/afternoon tea and lunch must be brought each day. The centre has a nutrition policy and treats are kept to special occasions. Children are not to bring chewing gum or lollies.

Raincoats are essential every day, regardless of weather, as children are out and about and on excursions.

Shoes that protect the child's feet are to be worn - sneakers, boots and sports shoes are ideal. Certainly, no thongs, preferably no sandals.

Sun hat and sunscreen is essential every day. While we try to keep the children out of the sun during the hottest part of the day, it is not always possible. It is the parent's responsibility to ensure that their child has adequate sun protection and is wearing suitably covering clothes. We have regular 'slip, slop, slap' times throughout the day and have backup sunscreen. A refillable water bottle is recommended so your child can have access to water throughout excursions.

## 9 What not to bring

Skateboards, roller blades and wheelies are not permitted unless programmed. Toys and devices such as iPhones/iPads brought by children are their own responsibility.

