

# September School Holiday Program



Early Bird Fees: \$63 per day

Early Bird Bookings close: 30 August 2024

Fees: \$68 per day\*

Bookings Close: 6 September 2024

Hours of Operation: 7:00am – 6pm

BOYS & GIRLS, SIBLINGS, FRIENDS & FAMILY WELCOME

## ST MARGARET'S OSHC SCHOOL HOLIDAY INFORMATION GUIDE

### How do I book?

- Please book in your required days using the QK Enrol app, My Family Lounge. Further details can be found on the "Booking Process" information page located on our website.
- Email/phone/verbal bookings will not be accepted.
- We are unable to accept walk-ins on the day.
- If your child has not attended St Margaret's OSHC before this School Holiday Program, My Family Lounge registration, enrolment forms and DebitSuccess form must also be completed. Your booking is not finalised until these forms have been completed.
- \* Additional costs for incursions/excursions apply. These are compulsory for all students.
- Please ensure your child is booked into the correct session. Children currently enrolled in a Kindy/Preprep program must be booked into the Kindy/Preprep sessions only. School Aged bookings are for children currently enrolled in School, Prep and above.

### Cancellations:

Cancellations are only accepted up until the booking close date. Unfortunately after this point, we are unable to accept cancellations once you have placed a booking. If available, we are happy to change the date of your booking, except for Excursions or Incursions as these are paid for in advance. Changes to your current booking must be made within 48 hours of the booking date, in writing.

Excursions and incursions are set out in the program which is issued at least 3 weeks before the school holiday period. Once booked, excursions and incursions are not able to be cancelled as we have in many cases prepaid for these activities.

### Excursions:

- See "Program" and "Authorisation for Excursion Form" for excursion information.

### Payments:

Payment for the School Holiday Program will be debited from your nominated bank account or credit card weekly through DebitSuccess. If you have not provided details for payment via a DebitSuccess form or your payment method has expired, your booking will not be accepted until that is received. If you have outstanding fees prior to the start of the School Holiday program, these need to be paid before your booking will be accepted.

Important: If you have outstanding fees from the term, your school holiday booking will not be accepted until these have been paid in full.

### Child Care Subsidy (CCS):

Our service is registered with Centrelink, Child Care Subsidy can be claimed on your fees. For further information please visit [www.education.gov.au/childcare-FAQ](http://www.education.gov.au/childcare-FAQ).

It is the families responsibility to ensure that all CRN details are correct and your enrolment has been accepted through Centrelink.

### Pick up and Drop off Routine

- All OSHC drop off and pick up will occur at the Atrium entrance via Butler Street. The iPad will be located at the Atrium entrance. An OSHC educator will collect your child from you in the mornings and bring your child to you in the afternoons.
- We ask that there is only one parent or guardian picking up or dropping off. All siblings not at OSHC will need to stay with a parent and not enter the classroom or Atrium.

### Further Information Contact:

**Palu Ingram**, OSHC Co-ordinator

P: 0423 547 653 or 0432 653 728

E: [oshc@stmargarets.qld.edu.au](mailto:oshc@stmargarets.qld.edu.au)



St Margaret's  
Anglican Girls School  
*per volar sinata*

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### What does my child need to bring?

- St Margaret's OSHC supports healthy eating. Please support us by making healthy choices when packing your child's lunch.
- Please pack morning and afternoon tea, lunch and a refillable drink bottle. Remember to not pack anything containing nuts or any food that needs to be heated or cooked.
- Please pack your hat, sunscreen and comfortable, appropriate clothes and enclosed shoes.

**NO HAT, NO SUNSAFE CLOTHING MEANS NO OUTDOOR PLAY!**

- At least one extra set of clothes in a plastic bag must be included in each child's bag for wet weather contingency. Please ensure they are seasonally appropriate.
- Children are encouraged to wear "play clothing" that can get dirty and be subject to wear and tear.
- Children will be asked to wear aprons when painting etc, but educators cannot be held responsible for spilt paint on clothing.

### Other Important Information:

#### Extra-Curricular Activities

- Staff will not be escorting children to extra-curricular activities over the School Holiday period.

#### Late Fee

- A late fee of \$10 for the first 10 minutes or part thereof, and \$1 per minute thereafter will apply if your child is collected after the closing time of the centre. Please note this is charged per child. We understand that delays may occur, however we are only licensed to operate until 6pm.

### Use of technology

- Children are welcome to bring electronic devices including iPods, iPads, Kindles etc, but OSHC will NOT be held responsible if these are misplaced or broken.
- The device will also not be connected to the schools WIFI.
- Please ensure your child also brings a pair of headsets.
- Students will be able to use electronic devices between the hours of 12:30pm and 1:30pm and 4pm-6pm only. Please discuss this with your child before they arrive.

### Illness and Infectious diseases

- St Margaret's OSHC aims to promote the health and safety of all children by providing a safe and hygienic environment. To minimise the spread of "germs", it is essential that all ill children and staff stay at home until well. Anyone with an infectious disease will be required to stay away from the service for the recommended period set out by the Department of Health.
- Parents and guardians who keep their ill children home from care may be eligible for their days at OSHC to be cancelled free of charge, upon presentation of a doctor's certificate. Cancellations of all care must be made in writing to [oshc@stmargarets.qld.edu.au](mailto:oshc@stmargarets.qld.edu.au) as soon as the decision has been made not to send your child to OSHC.

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	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				12 September	13 September
Student Free Day				Last Day Term 3	Talent Show We love doing talent shows at OSHC. So today we will be having a day filled with Talent show preparation before performing for our friends.
	16 September	17 September	18 September	19 September	20 September
WEEK 1	<b>Gruffalo</b> Today we will be making our way to the QUT Garden Theatre to watch a stage performance of the Gruffalo.  Excursion: \$45 Time: 10am Bus departs: 8:45am	<b>Spring has Sprung</b> Spring has sprung which means some warmer weather is on its way. Lets spend the day doing some arts and craft and a lovely picnic outside in the sun.	<b>Silent Mindful Movement</b> Silent Mindful Movement is more than just an activity, it's a carefully crafted experience designed to engage young minds in a fun and captivating way! By emerging mindfulness practices with physical movement, kids are not only having a blast but are also learning valuable skills in focus, self-expression, and emotional awareness.  Incursion:\$20 Time: 9am	<b>Crazy Hair Day</b> Its CrAzY hair day at OSHC today. Come along with your craziest dos or let us style your hair for you.  We will also have some crazy art and craft and fun group games.	<b>Giant Games Day</b> Come along for a day filled with Giant Game Fun. We will a giant game of twister, Jenga, Connect 4 and more.
	23 September	24 September	25 September	26 September	27 September
WEEK 2	<b>Nature Craft</b> Bring your creative minds for a fun filled day of nature craft. We will try our hand at making Dough Flower impressions.	<b>Smoothie Tuesday</b> Let's make some refreshing homemade Lemonade and healthy smoothies.  We will then enjoy our delicious treats for our Afternoon Tea in the afternoon sun.	<b>Hearty Little kitchen</b> Today we will have a special visit from Hearty Little Kitchen. Ms Swan will come along to teach us how to make Kebab Sandwiches and Bliss Balls. Yum! Yum!  Incursion: \$25 Time: 10am Please notify OSHC of any allergy concerns	<b>"Runt" movie excursion</b> Today we will be heading to the cinemas to watch Australian movie, "Runt".  Excursion- \$40 Time: 9am	<b>PJ Party</b> With the final Term of 2024 about to begin, lets celebrate with a PJ party. So come along in your favourite PJ's.  Party Games, Signing and Dancing, it is sure to be a fun day.

### Booking Process

Please click the following link to make your booking for Vacation Care.

<https://www.qkenhanced.com.au/Account/Embeddable/?databaseId=9385>

Please book via the Casual bookings Calander, not Permanent.

Please ensure you have completed an enrolment form before placing your booking.



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### EXCURSION PERMISSION FORM

St Margaret's OSHC has organised excursions for your child to attend during the School Holiday Program. All the relevant details are provided below for your convenience. The service has conducted an Excursion Risk Assessment. For your child to attend, you are required to read this information and complete the Authority for Excursion Form. To complete this form, you must be listed on the child's enrolment record as either their parent or an Authorised Nominee.

- Please complete a separate excursion form for each child enrolled
- Permission slips must be returned with booking form
- Please ensure child/ren are at OSHC by the time indicated below

**Please tick the excursions you would like your child to attend**

16 September 2024	26 <sup>th</sup> September
<p><b>"Gruffalo"</b> QUT Garden Theatre</p> <p style="text-align: center;"><input type="checkbox"/></p> <p>Bus will depart promptly at 8:45am Please pack a water bottle, morning tea, lunch, suncream, change of clothes and hat for the excursion. *Afternoon tea to be left at OSHC</p>	<p><b>"Runt" Cineplex Cinemas</b></p> <p style="text-align: center;"><input type="checkbox"/></p> <p>Bus will depart promptly at 8:30am Please pack a water bottle for the excursion. *Morning tea, lunch and afternoon tea to be left at OSHC</p>

**Transportation details (to and from):** St Margaret's bus – fitted with seatbelts

**The period the child will be away from the Service Premises:** 8:30am – 3pm depending on the excursion

**Number of staff supervising:** 4-5

**Number of children involved:** Max 40

**Items to be taken by the child and provided by the parents:** Hat, lunch and water bottle (unless otherwise stated)

**Child's Full Name:** \_\_\_\_\_ **Parent/Carer's Full Name:** \_\_\_\_\_

**Does your child suffer from motion/travel sickness? Yes or No**    **Action plan/medication:** \_\_\_\_\_

**By signing the Authorisation for Excursion Form, I agree to and understand the following;**

- My child has my permission to attend the excursion listed.
- I am listed on the child's Enrolment Form as a Parent or Authorised Nominee.
- The contact details, including all emergency contact details, listed on my child's Enrolment Form are up-to-date. If not, I have provided the updated contact details above.
- In case of an emergency, I **authorise/do not authorise** the supervising OSHC staff to seek medical attention.

Please note that medical attention will not be sort without first notifying a Parent or Authorised Nominee listed on the Enrolment Form. We will be contacting the emergency contact numbers on file if we are unable to reach a parent/authorised nominee.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_