

December/January School Holiday Program



Early Bird Fees: \$63 per day

Early Bird Bookings close: 14 November 2022

Fees: \$68 per day*

Bookings Close: 21 November 2022

Hours of Operation: 7:00am – 6pm

BOYS & GIRLS, SIBLINGS, FRIENDS & FAMILY WELCOME

Service closed: 17th December 2022 to 8th January 2023

ST MARGARET'S OSHC SCHOOL HOLIDAY INFORMATION GUIDE

How do I book?

- Please book in your required days using the QK Enrol app. Further details can be found on the "Booking Process" information page.
 - 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, enrolment forms and DebitSuccess form must also be completed. Your booking is not finalised until these forms have been received.
- * Additional costs for incursions/excursions apply. These are compulsory for all students.

Cancellations:

Unfortunately, we are unable to accept cancellations once you have placed a booking. Except for excursion and incursion days, we are happy to change the date of your booking. 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, 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:

Our service is registered with Centrelink, so you will be able to claim Child Care Subsidy on your fees. For further information please visit www.education.gov.au/childcare-FAQ

Pick up and Drop off Routine

- All OSHC drop off and pick up will occur at the Atrium entrance on 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



St Margaret's
Anglican Girls School
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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:

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

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.
- Students will be able to use electronic devices between the hours of 8am-9am 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 as soon as the decision has been made not to send your child to OSHC.

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	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				24 November	25 November
Student Free Day				Last day of Term 4	End of Year PJ Party We will be celebrating the end of term with party games and pampering. A day filled with painting nails and fancy hairdos!
	28 November	29 November	30 November	1 December	2 December
WEEK 1	Wheels day Back by popular demand. Bring along your bikes, scooters, skateboards and don't forget your safety gear. We will be having a fun filled day in the sun.	Science Day Pop on your lab coats, today we will be spending the day doing various science activities including making a test tube lava lamp.	Sustainability Reuse, Reduce and Recycle is really important for the future of our planet. Today we will be exploring different ways to be more sustainable. We will also be making some bees wax wraps. Incursion: \$15	Fairy-tale Dress up day Come dressed as your favourite fairy-tale character, for a day filled with puppet making and puppet show fun.	Urban Extreme Pop on your sports clothing and sports shoes! Today we will be spending the morning at Urban Extreme. Excursion: \$47
	5 December	6 December	7 December	8 December	9 December
WEEK 2	Sewing and Wool Craft day Today we will try our hand at hand sewing and Christmas wool craft.	Creative Clay Day Today we will have a special visitor to teach us how to make various clay pieces. Incursion: \$25	Paradise Country Today we will be making our way to Paradise Country where we will be absorbed into traditional farm life and explore the history of Indigenous Australian culture and wildlife. Excursion: \$45	Outside Adventure and Water Play Come and enjoy wet and wild fun on our giant water slide and other fun water toys. We will be spending a fun-filled morning outside in the sun.	What's so puzzling? Today we will be spending the day solving problems and creating our own puzzles.
	12 December	13 December	14 December	15 December	16 December
WEEK 3	Christmas Craft It's beginning to look a lot like Christmas! Bring your Christmas cheer as we spend the day creating Christmas craft.	Christmas bakeless bake day We'll be making gingerbread houses and various other Christmas themed goodies.	Spreading Christmas Cheer It's time to spread Christmas cheer to those less fortunate than us. We will be packing care packages and making Christmas cards. Donations of canned food, toys or hygiene products are welcomed.	Christmas Surprise! Sssh! We'll be making cookies in a jar to make with our families on Christmas Eve. We will also be helping Santa by making some presents for our loved ones. Incursion: \$15	Christmas Pool and Pizza Party Let's get ready for the holiday season! Today, we are joining St Aidan's for a pool party with lots of yummy food including pizza for lunch at St Aidan's. <ul style="list-style-type: none"> Lunch will be provided Please ensure the swimming safety form is completed and returned. Incursion: \$35
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	9 January	10 January	11 January	12 January	13 January
WEEK 4	<p>New Year's Dance Party</p> <p>We will be celebrating the New Year with a dance party.</p>	<p>Group Construction day</p> <p>Today is all about TEAMWORK! Find your team and work against the clock to construct a Lego masterpiece.</p>	<p>Brisbane Arts Theatre</p> <p>Today we will be heading to the Brisbane Arts to watch the live production of The Little Mermaid</p> <p style="text-align: right;">Excursion: \$45</p>	<p>Outside Adventure and Water Play</p> <p>Come and enjoy wet and wild fun on our giant water slide and other fun water toys. We will be spending a fun-filled morning outside in the sun.</p>	<p>Circus fun</p> <p>Today the crew from Active Skills will be joining us at OSHC to teach us some amazing circus skills.</p> <p style="text-align: right;">Incurtion \$15</p>
	16 January	17 January	18 January	19 January	20 January
WEEK 5	<p>Crazy Day</p> <p>Come dressed in your craziest outfits and your hair in a crazy up do. Today we will be doing crazy messy craft and building cubby houses.</p>	<p>Ipswich Nature Centre</p> <p>Join us for a fun filled excursion to the Ipswich Nature Centre. We will explore the nature centre and then enjoy a picnic lunch.</p> <p style="text-align: right;">Excursion: \$25</p>	<p>Tie dye</p> <p>Today we will be trying our hand at Tie dyeing.</p> <p>Don't forget to bring along a white shirt, white shorts/ skirt or pillowcase.</p>	<p>Aussie, Aussie, Aussie! Oi, Oi, Oi!</p> <p>Let's Celebrate Australia Day! We will play cricket, throw frisbees and cook some yummy damper.</p>	<p>Dreamtime games</p> <p>Today we will have the team from Dreamtime games coming along to teach us some traditional indigenous games.</p> <p style="text-align: right;">Incurtion: \$20</p>
	23 January				
Term 1 2023	<p>First day Term 1 2023</p>				

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BOOKING PROCESS

PLEASE COMPLETE YOUR VACATION CARE BOOKING FORM VIA THE MY FAMILY LOUNGE APP

We are very excited to inform you that St Margaret's OSHC has subscribed to an online Booking and Waitlist management program called QK Enrol. This program will give you access to manage your own account information, where you will have the ability to make booking requests and it allows you to complete and submit an online enrolment form for your child. You can do this and much, much more all within a parent portal called 'My Family Lounge'.

*Please note if you have already attended St Margaret's OSHC please do not register, only sign in. To reset your password, enter your email address and sign in. This will take you to a forgot password page

How do I log in?

Please navigate to the link below and either sign in with your existing My Family Lounge account or Register for an account if you do not already have one. Please note all families who have previously submitted an enrolment form will have an account already set up; all you will need to do is click 'forgotten password' and use the email address you used to receive this form.

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

When making a Vacation Care booking please select Casual bookings, not Permanent.

Please note changes to your booking will still need to be made in writing to oshc@stmargarets.qld.edu.au



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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

2 December 2022 Urban Extreme <input type="checkbox"/> Bus will depart promptly at 8:00am. Please pack a water bottle. Active wear is a must.	16 December 2022 Paradise Country <input type="checkbox"/> Bus will depart promptly at 8:00am. Please pack a small backpack with a hat, sun cream, morning tea, lunch and water bottle. Active wear and good walking shoes are a must.	16 December 2022 Christmas Pool Party St Aidan's AGS <input type="checkbox"/> Bus will depart promptly at 8:15am. Please pack a water bottle, swimmers, towel and swimming permission slip.
11 January 2023 Brisbane Art's Theatre <input type="checkbox"/> Bus will depart promptly at 9:00am. Please pack a water bottle and a small jacket as the theatre is cold.	17 January 2023 Ipswich Nature Centre <input type="checkbox"/> Bus will depart promptly at 8:30am. Please pack a small backpack with a hat, sun cream, morning tea, lunch and water bottle. Active wear and good walking shoes are a must.	

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

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.