

Student Free Day Program 30 August 2024

Early Bird Fees: \$63 per day

Early Bird Bookings close: 12 August 2024

Fees: \$68 per day*

Bookings Close: 19 August 2024

Hours of Operation: 7:00am – 6:00pm

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.

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 Coordinator

P: 0423 547 653 or 0432 653 728

E: oshc@stmargarets.qld.edu.au

St Margaret's



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:

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 as soon as the decision has been made not to send your child to OSHC.

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| | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|--|--------|---------|-----------|----------|---|
| | | | | | 30 August |
| Student Free Day | | | | | <p>Pancake Party</p> <p>Lets end the week with a PANCAKE PARTY!</p> <p>We will spend the day doing lots of different crafts before making some delicious pancakes for afternoon tea.</p> |
| <p>Booking Process</p> <p>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.</p> | | | | | |

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