



December/ January School Holiday Program

Early Bird Fees: \$60 per day

Early Bird Bookings close: 13 November 2020

Fees: \$65 per day*

Bookings Close: 20 November 2020

Hours of Operation: 7am – 6pm

Location:

OSHC Room- 27 November, 18 January- 25 January

Wearin Room- 30 November- 15 January

BOYS & GIRLS, SIBLINGS, FRIENDS & FAMILY WELCOME

SERVICE IS CLOSED: 21 December 2020 - 10 January 2021

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 "Official Booking Form".
 - 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



St Margaret's
Anglican Girls School

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ST MARGARET'S OSHC SCHOOL HOLIDAY INFORMATION GUIDE

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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PROGRAM

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				26 November	27 November
Student Free Day OSHC Room	* Activities are subject to change IN ADDITION TO OUR EXCITING PROGRAM, EACH DAY THERE IS OPPORTUNITY FOR FREE PLAY IN OUR WELL-RESOURCED FACILITIES			Last day of School 2020	End of Year Pamper Party We will be celebrating the end of term with party games and pampering. A day filled with Christmas nails and fancy hairdos!
	31 November	1 December	2 December	3 December	4 December
WEEK 1 Wearin Room	Crazy Dress up Day Let's start the silly season with a fun day filled with crazy antics. Come wearing your mismatched crazy outfits and crazy hair styles.	Self-wellness After a busy year, we will be doing some wellness and relaxation activities. Yoga, relaxation and pampering are on the agenda for today.	Drama Kings and Queens We will be spending the day participating in various drama activities and games.	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.	Christmas Pillow Pets With Christmas just around the corner we will be making our very own Christmas Pillow Pets. Incursion: \$20
	7 December	8 December	9 December	10 December	11 December
WEEK 2 Wearin Room	Christmas T-shirt Design Day Don't forget to bring a plain white t-shirt to try your hand at designing our own Christmas themed shirts. Drawing, paint and gems will be used. <i>*Bring white shirt</i>	The Jungle Adventure Playground The Jungle Drums are calling us! We will be making our way to The Jungle Adventure Playground Excursion: \$40	Christmas Craft It's beginning to look a lot like Christmas! Bring your Christmas cheer as we spend the day creating Christmas craft.	Spin art Clocks Tick tock around the clock. The talented team from Crazy Candles will be popping in to help us make some spin art clocks using old records. Incursion: \$20	Christmas Bakeless Bake Day We'll be making gingerbread houses and various other Christmas themed goodies.
	14 December	15 December	16 December	17 December	18 December
WEEK 3 Wearin Room	Spreading Christmas Cheer It's time to spread Christmas cheer to those less fortunate than us. We will be preparing care packages, making Christmas cards and biscuits. Donations of canned food, toys or hygiene products are welcomed.	Brisbane Arts Theatre We are heading to the Brisbane Arts Theatre to watch a stage production of "The tale of Peter Rabbit". Excursion cost: \$30	Christmas Surprise! Sssh! We'll be making ornaments and helping Santa by making some presents for our loved ones.	Christmas Choice It's our favourite time of year. Today, the choice is yours, choose your favourite Christmas activity and spend the day having fun with friends.	Christmas party Let's get festive as we get ready for the holiday season! Today, we are joining St Aidan's for a silent disco party with lots of yummy food for lunch. Excursion: \$25
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St Margaret's Outside School Hours Care

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	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	11 January	12 January	13 January	14 January	15 January
WEEK 4 Wearin Room	New Year's Karaoke Party We will be celebrating the New Year with a party.	Peter Rabbit 2 Today we will be making our way to the cinema to watch Peter Rabbit 2. Excursion: \$25	Gecko Wildlife Today the crew from Gecko Wildlife will be coming in to introduce us to some friendly wildlife friends. Incursion: \$20	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.	Giant Treasure Hunt Be prepared to make your way through the school to find some treasures. Team work will be key!
	18 January	19 January	20 January	21 January	22 January
WEEK 5 Move back to OSHC Room	OSHC has talent It's time for the OSHC Talent Show! We will spend the morning perfecting and practising our talent before the big reveal in the afternoon.	The ceramic studio Today, we will be making our way to the Ceramic studio where we will have fun choosing and painting our very own ceramics. Excursion: \$30	JUST DANCE dance party School is just around the corner, so it's time to get our dancing shoes on and let loose before a busy new term.	Indigenous Workshop We will be having a visit from an Indigenous workshop facilitator who will be sharing many aspects of traditional and contemporary Aboriginal culture. Incursion: \$20	Back to School In preparation for the year ahead, we will be making calendars and pencil holders.
	25 January	26 January	27 January		
Student Free Day OSHC Room	Australia Day Aussie, Aussie, Aussie! Oi, Oi, Oi! Let's Celebrate Australia Day! We will play cricket, throw frisbees and cook some yummy damper.	Australia Day Public Holiday	First day of School 2021	* Activities are subject to change IN ADDITION TO OUR EXCITING PROGRAM, EACH DAY THERE IS OPPORTUNITY FOR FREE PLAY IN OUR WELL-RESOURCED FACILITIES	

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OFFICIAL BOOKING FORM

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

8 December 2020	15 December 2020	18 December 2020
<p>The Jungle Adventure Playground</p> <p><input type="checkbox"/></p> <p>Bus will depart promptly at 9:00am Don't forget Water bottle and Sports/comfortable clothing</p>	<p>Brisbane Art's Theatre Jungle Book</p> <p><input type="checkbox"/></p> <p>Bus will depart promptly at 9:00am Please pack morning tea, lunch and water bottle for the excursion. *Afternoon tea to be left at OSHC.</p>	<p>Christmas Party St Aidan's AGS</p> <p><input type="checkbox"/></p> <p>Bus will depart promptly at 9:00am Please pack hat, morning tea and water bottle for the excursion. *Lunch Provided *Afternoon Tea to be left at OSHC.</p>
<p>12 January 2021</p> <p>Cineplex Cinema "Peter Rabbit 2"</p> <p><input type="checkbox"/></p> <p>Bus will depart promptly at 9:00am</p>	<p>19 January 2021</p> <p>Ceramic Studio</p> <p><input type="checkbox"/></p> <p>Bus will depart promptly at 8:30am</p>	

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

Bus Pick up and Drop off point: Butler Street bus stop Ascot

The period the child will be away from the Service Premises: 9am – 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)

Risk Assessment, Policy and Procedures: Documents located at service

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: _____