



YWCA VACATION CARE – APRIL 2019

BOOKING & EXCURSION PERMISSION FORM

Child 1	
Child 2	
Child 3	
Child 4	

Contact during vacation care hours (this number MUST be contactable whilst children are at the centre)	
Name	
Mobile	

Day	Activity	Details	Please bring	Extra Cost	Select
Monday 15 April	In-House	Let's Go Bananas! In honour of world banana day.... Lets celebrate all things fruity! Lots of fun games lined up, fruit tasting, learn weird & wonderful facts about your favourite fruit. Bring a piece of your favourite fruit for morning tea.	<ul style="list-style-type: none"> • Morning tea (bring in a piece of your favourite fruit) • Lunch • Afternoon tea • Water bottle • Hat 	\$5	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>
Tuesday 16 April	Excursion	Newcastle Museum – Science Show See some awe-inspiringly cool things in the highly interactive Museum Science Show, followed by a hot dog lunch in the park. Venue: Newcastle Museum/Civic Park Transport: Walking. Depart Y at 9.50am; Return Y at 2.15pm. Lunch: Hot dogs provided for lunch. Please advise any dietary requirements Ratios: Anticipated ratios–1 staff:10 children	<ul style="list-style-type: none"> • Wear a red shirt • Wear enclosed shoes • Morning tea • Lunch (if your child does not eat/like hot dogs) • Afternoon tea • Water bottle • Hat 	\$10	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>
Wednesday 17 April	Incursion	My Pet Dinosaur – Dream Productions What happened to the dinosaurs? Rexie “My Pet Dinosaur” will be here to explain this and many more interesting facts. Kids will also experience a fossil dig & some plaster painting.	<ul style="list-style-type: none"> • Morning tea • Lunch • Afternoon tea • Water bottle • Hat 	\$17	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>
Thursday 18 April	Excursion	Ninja Parc Fun filled ninja style parkour & obstacle course, as well as ninja style climbing walls. Venue: Genesis Fitness, Cooks Hill Transport: Walking. Depart Y at 11.15pm; Return Y at 2.40pm. Waiver: Please complete separate waiver form Ratios: Anticipated ratios–1 staff:10 children	<ul style="list-style-type: none"> • Wear a red shirt • Wear enclosed shoes • Morning tea • Lunch • Afternoon tea • Water bottle • Hat 	\$20	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>
Tuesday 23 April	In-House	Bilby Easter Egg Hunt Join us for our Easter Egg Hunt with the Easter Bilby! Lots of Bilby & Easter themed activities throughout the day. \$1 per child will be donated to the “Save the Bilby Fund”. There will also be a donation box in reception if you’d like to make a contribution.	<ul style="list-style-type: none"> • Morning tea • Lunch • Afternoon tea • Water bottle • Hat 	\$0	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>
Wednesday 24 April	Excursion	Wonder Park (PG) movie Wonder Park tells the story of a magnificent amusement park where the imagination of a wildly creative girl named June comes alive. Venue: Lake Cinemas, Boolaroo Transport: Charter bus. Depart Y at 10.40am; Return Y at 2.15pm. Snack: A drink & snack provided at the cinema. Ratios: Anticipated ratios–1 staff:10 children	<ul style="list-style-type: none"> • Wear a red shirt • Morning tea • Lunch • Afternoon tea • Water bottle • Hat 	\$23	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>

Friday 26 April	Excursion	Tunnel Tour & Tram Ride Ride the new light rail to the top of town to visit Newcastle's most historic site, Fort Scratchley, followed by lunch at Foreshore Park. Venue: Fort Scratchley/Foreshore Park Transport: Walking/tram. Depart Y at 9.20am. Return Y at 3.30pm. Ratios: Anticipated ratios—1 staff:10 children	<ul style="list-style-type: none"> • Wear a red shirt • Wear enclosed shoes • Morning tea • Lunch • Afternoon tea • Water bottle • Hat 	\$22	Child 1 <input type="checkbox"/> Child 2 <input type="checkbox"/> Child 3 <input type="checkbox"/> Child 4 <input type="checkbox"/>
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DROP OFF / COLLECTION TIMES

Please advise what time you intend to drop off and collect your child/ren each day. This information will be used to determine our staffing according to ratios.

7.30-8.00am <input type="checkbox"/>	8.00-8.30am <input type="checkbox"/>	8.30-9.00am <input type="checkbox"/>	9.00-9.30am <input type="checkbox"/>		
3.00-3.30pm <input type="checkbox"/>	3.30-4.00pm <input type="checkbox"/>	4.00-4.30pm <input type="checkbox"/>	4.30-5.00pm <input type="checkbox"/>	5.00-5.30pm <input type="checkbox"/>	5.30-6.00pm <input type="checkbox"/>

AUTHORISATION AND APPROVAL (PERMISSION)

I give permission for my child/ren to attend/take part in the above activities and excursions.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I have read and acknowledge the details of the excursions above. I also acknowledge and accept that every care will be taken of my child/ren during excursions and agree to encourage them to be responsible at all times and follow the instructions of vacation care staff.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I give permission for my child/ren to attend outings in the local area, including (but not limited to) visits to Centennial Park, which may be incorporated in the vacation care program on any given day without prior notice.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand that my child/ren will either be catching a bus or walking to the excursions, and that the program may change without notice.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand that if I have booked my child/ren in on a day with an excursion planned, my child/ren <u>must</u> attend that excursion. I also understand that for easy group identification my child/ren must wear a red shirt.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand care is provided on a casual basis and is available between the hours of 7.30am-6pm, week days during school holidays.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Whilst all possible care of my child/rens equipment will be taken, I accept that any equipment/belongings brought to the centre is the responsibility of my child/ren. I will clearly label my child's belongings.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I agree to notify the centre before 9am, if my child is going to be absent on a day that they are booked in. I acknowledge that changes to bookings are only available by selecting an alternate day of care, within the current vacation care period, if vacancies are available. Booking cancellations are not available. Fees are based on booking of vacation care place not on attendance and therefore all absences and non-attendances are charged.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
My child will arrive at least 40 minutes prior to departure time for excursions.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand that a risk assessment has been prepared and is available at the service for each of the above excursions. Ratios have been set according to the national regulations and risk assessments indicate where alternative ratios are warranted. Ratios are 1 staff:15 children when onsite.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I have read the Vacation Care Family Information brochure.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Vacation Care is required for work related reasons.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand that YWCA Hunter Region Inc has developed a Quality Improvement Plan, under the National Quality Framework for childcare, which is available in the office for viewing.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I understand that all information contained in my enrolment & booking forms is regarded as confidential and will only be viewed by primary contact staff. All personal information is kept secure per Privacy Act 1988.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I authorise YWCA Hunter Region Inc. to disclose my Child's Personal Information to NSW Department of Education and Communities. I understand that the Department will only use or disclose such personal information relating to my child as permitted under applicable privacy laws including the Privacy and Personal Information Protection Act 1998 (NSW).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I agree to have my child/ren signed in and out on the appropriate devices at the centre on arrival and departure each day they attend the centre.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
By completing & returning this form, I am indicating my acceptance to these terms and conditions. I agree to pay all fees (\$50 per day) and extra associated costs within 7 days from the date of invoice issue to the YWCA Hunter Region Inc, as per policy stated in the Vacation Care Family Information brochure. I understand the additional associated costs are outlined above on the Booking & Excursion Permission form for each holiday period and may vary from time to time. I understand that a \$20 administration charge is incurred if my invoice is not paid by the due date. I understand an annual family administration fee of \$15 is charged at the start of each calendar year, or upon initial registration if during the year. I understand that if I do not pay these fees, I am responsible and agree to pay for all associated debt recovery costs.		
Name (print)		
Signature		Date