

# OLA OUTSIDE SCHOOL HOURS CARE

Vacation Care Program

Tuesday 6<sup>th</sup> April 2021-

Friday 16<sup>th</sup> April 2021

7:00am- 6:00pm



## OUR LADY'S ASSUMPTION SCHOOL

### **INFORMATION FOR FAMILIES**

This program is available to school aged children from 4 -12 years.

It has been developed to ensure that children in early to middle childhood have access to age appropriate recreational experiences that promotes challenge, social engagement as well as opportunities to engage with the community around them.

### **Program Development**

The program will follow the My Time Our Place Curriculums and will comply with the National Quality Framework as well as the Education and Care National Regulations and Act.

Programs will be developed in consultation with children and families attending the programs and will be based on children's interests.

### **Feedback to families**

At the conclusion of each holiday program, families will receive an overview of their child's participation in the program and feedback on their child's learning journey. Families and children will be asked to complete and return a feedback survey that will be used to produce future programs.

\* By signing parents or guardians are giving their consent for their child to be transported to and from the excursion's venue specified as well as providing consent for their child to participate in experiences offered as part of the excursion as detailed on this program. Detailed risk assessments have been complete for all excursions listed above and are available at the service should you wish to read them. Please see staff if you require more information or wish to make alternative care arrangements

### Contact Us

T: 0477 870 001

Email:

[oshc@ola.wa.edu.au](mailto:oshc@ola.wa.edu.au)

Address: 43 Chester Ave,  
Dianella 6059

### Fees

Vacation Care  
In-House \$78 per day  
Vacation Care + Incursion  
\$88 per day  
Vacation Care + Excursion  
\$93 per day

**CCS rebates available**

### **Our Lady's Assumption OSHC**

Located on the grounds of the  
OLA Catholic Primary  
School Dianella WA.

This service is part of the  
licensed children's services run  
under the Catholic Education  
Western Australia Limited  
Provider Approval

### How To Book

Please complete and return  
signed and completed booking  
form to Kristen by **Wednesday**  
**25<sup>th</sup> March 2021**

Risk assessment are available for  
parents to view, beside the sign in  
and out iPad. Risk assessments  
will be added to the vacation care  
folder, for educator to read & sign.

### Sun Safety Policy Extract

All children must bring a sun smart  
hat on the days they are attending.  
If children require specific  
brands/sensitivity sunscreen this  
must also be provided by the  
family each day attended.

### Transport/Excursions Policy Extract

OLA OSHC is committed to providing  
safe transport for enrolled children who  
participate in excursions organized by  
the service. All educators involved in  
transport of children will be aware of  
correct transport procedures and will  
comply with road traffic laws at all  
times. Children will be carefully  
supervised while being transported in a  
vehicle or by foot and during  
excursions.

### Fees Policy Extract

\$78 per child per day (not included in  
this fee is any excursion fee to cover the  
cost of excursion venue entry fees and  
transport cost.) Places are limited to 45  
spots, as Vacation Care is considered a  
casual booking 24 hours' notice must be  
given for changes to or cancellation of  
your booking. We operate on a first  
come first served basis.

If your child has not attended  
OLA OSHC before, you will need  
to complete an OLA enrolment  
form and direct debit form in  
addition to the vacation care  
form.

### Information

Morning tea, and afternoon tea is  
provided, a menu is available on request  
and is also on display at the service.  
Please ensure you bring a hat and water  
bottle for your child. We are a nut free  
service.

**A packed lunch is required for your  
child each day unless noted  
otherwise on the program.**

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PROGRAMME DETAILS WEEK 1 2021	
Tuesday 6 <sup>th</sup> April 2021	<u>Sewing with Mrs Ruffo</u> Time to turn on our creative side. Today we will be cross stitching and sewing with Mrs Ruffo. There will be a variety of activities which best suits everyone.
Wednesday 7 <sup>th</sup> April 2021	<u>Cooking with Kristen</u> Would it even be the holidays without a day full of cooking? Join Kristen in the kitchen to make some yummy food. *please note: much loved recipes from home are appreciated PRIOR to this day to allow for planning*
Thursday 8 <sup>th</sup> April 2021	<u>Gardening Day</u> As a group, we have been talking about revamping and adding to our garden based on what seeds, flowers and herbs are suitable to this new season. This will be a great day for team bonding and an even better excuse to get outside.
Friday 9 <sup>th</sup> April 2021	<u>Robotics incursion</u> <b>STEM-</b> This workshop has an experimental and explorative focus. Learning will take place in a highly engaging and practical manner. The children will learn about: <ul style="list-style-type: none"> <li>• Focus on Mechatronics and Robotic engineering <ul style="list-style-type: none"> <li>• Circuits motors and electronics</li> <li>• Coding and programming</li> </ul> </li> </ul>
Week 2 2021	
Monday 12 <sup>th</sup> April 2021	<u>PJ, Pizza and Movie Day.</u> What better than to start this Autumn's week with Movies, PJ's and Pizza. Today the children will make their own pizzas bases, relax in their PJ's all day watching the latest kids' channel on Netflix while sipping hot chocolate. What more could you want...
Tuesday 13 <sup>th</sup> April 2021	<u>Design your own clothes</u> As we know, Kids outgrow their clothes faster than you can keep up with. But rather than stocking up on brand-new outfits that they'll grow out of in a few months, why not upcycle? Today we are going to get creative with our old clothes and see what fancy (or funny) designs we can come up with. From turning oversized shirts into dresses, using scraps of material to make shorts, whipping up no-sew banana dresses, and anything else their creative minds can think of. Please bring in any old items of clothing, loose material or anything you won't mind your children painting or cutting, to create their own piece of work.
Wednesday 14 <sup>th</sup> April 2021	<u>Inflatable Ninja Obstacle Course</u> Featuring loads of obstacles, climbing, slide wall, tunnels and more our course will bring out the inner ninja warrior in all of us!
Thursday 15 <sup>th</sup> April 2021	<u>Paint and Sip</u> Today's the day we bring out our inner Picasso. We will spend the day painting canvases and sipping home-made juice and lemonade while chatting and spending quality time with our friends. This will be a great opportunity to show our artistic side.
Friday 16 <sup>th</sup> April 2021	<u>Silent Disco. End of Vacation Care Party</u> We provide the headphones, you choose the music. These holidays we are turning our 'End of Vacation Care Party' up a notch. Music, disco ball, dancing, party games & food, and much more!

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**Please complete and return as soon as possible.**

Child's Name: \_\_\_\_\_ Date of Birth \_\_\_\_\_ Is  
your child affected by any of the following conditions (please tick)

- Anaphylaxis – please provide an action plan to staff and any medication required
- Asthma – please provide an action plan to staff and medications required
- Medical condition – please provide a care plan
- Disability – please provide a care plan

Family Acknowledgement

I have checked the information contained in my child's 2021 enrolment form and I have ensured that all information contained in this document is correct/ or have provided updated details are required.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- Please choose carefully as once booked days are may not be able to change due to capacity of numbers.
- Please remember that 24 hours notice is required to cancel a booking.

Date	Program Details	Incursion/Excursion Details	Bookings
<b>WEEK 1</b>			
Tuesday 6 <sup>th</sup> April 2021	Sewing	<b>Venue: OLA OSHC</b>	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Wednesday 7 <sup>th</sup> April 2021	Cooking	<b>Venue: OLA OSHC</b>	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Thursday 8 <sup>th</sup> April 2021	Gardening	<b>Venue: OLA OSHC</b>	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Friday 9 <sup>th</sup> April 2021	<u>Robots Incursion</u>	<b>Venue: OLA OSHC</b> Fees apply: additional + \$10.00	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
<b>WEEK 2</b>			
Monday 12 <sup>th</sup> April 2021	Pj, Pizza & Movie Day	<b>Venue: OLA OSHC</b>	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Tuesday 13 <sup>th</sup> April 2021	Design your own clothes	<b>Venue: OLA OSHC</b>	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Wednesday 14 <sup>th</sup> April 2021	<u>Inflatable Ninja Obstacle Course incursion</u>	<b>Venue: OLA OSHC</b> Fees apply: additional + \$10.00	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Thursday 15 <sup>th</sup> April 2021	Paint and Sip	<b>Venue: OLA OSHC</b>	<input type="checkbox"/> Please tick to book <b>Signature Required</b>
Friday 16 <sup>th</sup> April 2021	<u>Silent Disco incursion</u>	<b>Venue: OLA OSHC</b> Fees apply: additional + \$10.00	<input type="checkbox"/> Please tick to book <b>Signature Required</b>

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### Important Information

Please remember to bring your child/ren a packed Lunch. Being aware that we are a nut free service.

If children do not wish to watch a movie or participate in quiet activities during quiet time, the children are welcome to bring in their technology. Technology will only be used during quiet time.

Please ensure your child brings a hat for outside activities. We have very limited spare hats. Our policy is NO HAT NO PLAY.

We supply cancer council sunscreen however you are welcome to supply

### **OLA OSHC**

#### **Daily Routine**

7am	Service open
7am-7.30am	Breakfast Available
7.30am-9am	Indoor experiences
9am	Morning chat, roll call and sunscreen
9.30am	Morning Tea
10am-12pm	Indoor/outdoor experiences
12pm	Lunch
12.30pm	Movie time/quiet time
1.30-3.30pm	Indoor/outdoor experiences
3.30pm	Afternoon tea
4-5pm	Free play
5-6pm	Clean up
6pm	Service closes

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OUR LADY'S ASSUMPTION  
SCHOOL

Our Lady's Assumption Vacation Care April Program

### Enrolment Form

Child's Name: \_\_\_\_\_ D.O.B: \_\_\_\_/\_\_\_\_/\_\_\_\_

Enrolling Parent's Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Has your child attended Outside School Hours Care previously in 2021? Yes  No   
**(If no, you will be required to complete a full enrolment form)**

Does your child have any allergies? Please ensure you have read the planned activities thoroughly and indicate below if there are any activities which may affect your child's allergies.

\_\_\_\_\_

Is your child on medication? Please specify and fill in the appropriate medication form if required.

\_\_\_\_\_

Are there any other conditions/special circumstances that staff should be aware of?

\_\_\_\_\_

Emergency Contact Person:

\_\_\_\_\_

Contact Number: \_\_\_\_\_

### Terms and Conditions

- 1. All authority forms must be returned to the Centre at least ONE WEEK prior to Vacation Care commencing. This is so we know how many children are attending and can staff accordingly.**
- Staff must be informed in writing if a person other than the parent/guardian is picking up your child/ren.
- The Centre operating hours are 7am to 6pm each day. We cannot accept children before or after these times due to our licensing conditions.
- Children attending the excursions (if any) are required to return a excursion consent form prior to the excursion.
- 5. All fees must be paid via Direct Debit and families must have a current Direct Debit form on file before attending. All fees must be paid no later than one week after the completion of the Vacation Care Program.**
- It is the parent's responsibility to provide their Child Care Subsidy details to the Centre. Please note that without Customer Reference Numbers we cannot pass on CCS. Families will need to confirm their enrolment on their myGov account.
- 7. Failure to show up to booked care will result in full fees being charged.**
- 8. Once enrolments have been confirmed if you need to make any cancellations, you must do so one-week prior in writing to the OSHC Supervisor. Cancellations that do not meet this timeframe cannot be accepted and parents will be required to pay for these days.**

**Please complete and return booking and enrolment forms to Kristen Ruffo, OSHC Supervisor prior to 25/03/2021. Thank you.**

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