

Koolkuna Vacation Care



Important Information

General Information

Vacation Care is an additional service that is provided for families during the school holiday period. It is available for families that attend Balgowlah North Public School as well as families from other schools. The program consists of a range of in-centre activities and excursions tailored for specific year groups.

What to Bring

Children should bring:

- **Healthy morning tea & lunch** (unless specified that lunch is provided on the program) - *Note: Due to children with anaphylaxis, Sustainable OSHC strives to be free from products containing nuts. Parents/guardians are asked to use caution when packing their child's lunchbox & avoid peanut butter, nutella or foods containing nuts.*
- **A sun hat & a raincoat**
- **A refillable drink bottle**
- **Spare clothes** (including underwear) in case there are any accidents.

Always mark belongings with your child's full name. Any belongings brought to the centre by your child remain the sole responsibility of the child & family. Sustainable OSHC takes no responsibility for lost, stolen or broken items. Any clothing left at the end of Vacation Care will be donated to St Vincent De Paul.

What to Wear

Please ensure your child is wearing comfortable clothes that offer maximum sun protection including **a hat** and a top that **covers the shoulders**. Enclosed shoes that are suitable for walking and playing should be worn; thongs and sandals are impractical. Sunscreen should be applied to your child every day before dropping them to Vacation Care and will be reapplied throughout the day as necessary.

Food Provided

- Breakfast is available for children who arrive between 7:00am-8:00am and consists of Toast, Cereal & Fresh Fruit.
- Afternoon Tea is provided during Vacation Care and is served at 3:00pm. Afternoon Tea consists of Fresh Fruit & Sandwiches & a "special" snack i.e. Spaghetti Bolognese, Fried Rice, Banana Bread, Butter Chicken.
- In some circumstances, Lunch may be provided as part of the programmed activity. Please refer to the Vacation Care program as to whether lunch is provided.
- Due to children with anaphylaxis, Sustainable OSHC strives to be free from products containing nuts. No products containing or having traces of nuts will be used by Sustainable OSHC.

Hours of Operation

Vacation Care hours - 7:00am to 6:00pm

Pick up after 6:00pm incurs a late fee of \$16.50 for every 15 minutes or part thereof. Normal delivery and collection procedures apply.

Excursion Day Timing & Transport

- We will generally leave the centre for excursions at 9:30am. Please ensure your child is at the centre by 9am for a briefing session prior to the excursion.
- In general, children will return to the centre from excursions between 2:00pm - 3:00pm.
- Bus departure/return times are available on the Vacation Care Program & Risk Assessments. Please read them carefully so your child does not miss the excursion.
- Please refer to the Vacation Care Program to identify the means of transportation for the excursion i.e (Chartered Bus, Walking, Ferry, Public Transport).
- The charter buses used for excursions are driven by a hired bus driver from the supplying bus company with full insurance.

Risk Assessments and Staff Ratios

Risk assessments are conducted for each activity & excursion to ensure safety standards are upheld at all times. These assessments are available for viewing upon request.

Staff to child ratio is:

- Onsite = 1:15
- Offsite (excursion) = 1:8
- Excursions involving water e.g. swimming = 1:5

The number of children going on each excursion can vary, the maximum number of children & anticipated number of children for excursions will be listed on the Vacation Care Program.

Waivers

For some activities families will be required to complete a waiver form if deemed necessary by the activity providers.

Changes to Planned Program

There may be occasions where the planned program must be changed due to weather conditions or the illness of an instructor. Families will be notified at earliest convenience.

Cost Breakdown

Educator Led Experience – \$85.00
Workshop / Local Experience – \$100.00
Excursion Day – \$115.00
Premium "WOW Day" – \$130.00

Koolkuna Vacation Care

Terms & Conditions



Booking and Payment Policy

All Vacation Care bookings must be made through the Xplor Home App.

Where places are available, bookings will be confirmed through the Xplor Home App.

Once a booking has been confirmed, Xplor will automatically issue a notification to the account holder and the confirmed booking will appear within the family's Xplor account and account statement.

It is the responsibility of the parent/guardian to regularly monitor the Xplor Home App, including booking status, notifications and account statements. Failure to view a Xplor notification or account statement does not invalidate a confirmed booking or alter the Cancellation Policy.

Direct debits are processed fortnightly for bookings two weeks in advance.

Cancellation Policy

Confirmed Vacation Care bookings may be cancelled through the Xplor Home App, without charge, up until two weeks prior to the booked session.

Within two weeks of the booked session, cancellations can no longer be made through the Xplor Home App and must be requested by email. Bookings cancelled within two weeks remain payable unless otherwise approved by the service or supported by a valid Medical Certificate.

Waitlist Policy

If a Vacation Care session is full, families may join the waitlist through the Xplor Home App.

A waitlist request remains active until it is withdrawn by the parent/guardian or the session has passed.

Families are responsible for regularly monitoring the Xplor Home App, including the status of their waitlist requests, notifications and account statements.

If a family no longer requires care at any time after joining the waitlist, they must notify the service immediately by email so their waitlist request can be withdrawn and the place offered to another family.

Where a place becomes available, the service may allocate the place by confirming the booking through Xplor. Xplor will automatically issue a notification to the account holder and the confirmed booking will appear within the family's Xplor account and account statement.

If a waitlist request has not been withdrawn before a place is allocated, the booking will be confirmed and the standard Cancellation Policy will apply.

Where a place becomes available within 24 hours of the session, or where immediate confirmation is required for operational reasons (for example, an excursion with limited places), the service may also contact families directly by telephone or email.

Additional Needs & Inclusion Support

Children who require additional support are welcomed at Vacation Care once ISP funding is approved and appropriate staffing is available to meet their needs. Once ISP funding is approved, to help us plan effectively and ensure a safe, inclusive environment, families are asked to provide at least 3 weeks' notice of their specific bookings prior to the vacation care period.

Koolkuna Vacation Care

Authorisation



By booking my child into Sustainable OSHC Vacation Care via the Xplor Home App, I hereby give consent for the child/ren booked into the Vacation Care program to attend the prescribed activities/excursions on the days they have been booked in.

By submitting a Vacation Care booking or joining a waitlist through the Xplor Home App, I acknowledge that I am responsible for monitoring my booking status, waitlist status, Xplor notifications and account statements. I understand that if I no longer require a booking or waitlist request, it is my responsibility to notify the service immediately in accordance with these Terms and Conditions.

I have access to & have read all the necessary information available in the Risk Assessments, Policies & Vacation Care Program prior to booking my child/ren in for Vacation Care as it contains the following regulatory information for excursions:

- (a) the child's name; and
- (b) the reason the child is to be taken outside the premises; and
- (c) the date the child is to be taken on the excursion; and
- (d) a description of the proposed destination for the excursion; and
- (e) if the excursion involves transporting children -
 - (i) the means of transport; and
 - (ii) any requirements for seatbelts or safety restraints under a law of each jurisdiction in which the children are being transported; and
- (f) the proposed activities to be undertaken by the child during the excursion; and
- (g) the period the child will be away from the premises; and
- (h) the anticipated number of children likely to be attending the excursion; and
- (i) the anticipated ratio of educators attending the excursion to the anticipated number of children attending the excursion; and
- (j) the anticipated number of staff members and any other adults who will accompany and supervise the children on the excursion; and
- (k) that a risk assessment has been prepared and is available at the service.

By clicking "Confirm Booking", you agree to these Terms and Conditions. If you have any questions, please email Koolkuna OSHC.

Koolkuna Vacation Care

Program - Week 1 | Spring 2026



= Travelling by Bus (Seatbelts to be worn) = Walking Excursion = Travelling by Ferry = Travelling via Public Transport

Years K-6 Program

Monday 28/09

Paint and Soda

Sip, snack and let your creativity shine! We'll experiment with colours, explore different painting techniques and let our imaginations run wild as we create our very own one-of-a-kind masterpieces. With plenty of opportunities to paint, create and try something new, it's the perfect day for budding artists to show off their creative side!

Max: 75 - Ratio: 1:15
In Centre



\$85

Tuesday 29/09

Ninja Warrior Course

Ready, set, conquer! We're heading to Moving Bodies Mount Kuring-gai for an action-packed Ninja Warrior adventure! We'll climb, jump, balance and race our way through exciting obstacles, putting our agility and determination to the test while building confidence, coordination and problem-solving skills.

Max: 40 - Ratio: 1:8
Bus Departure: 9:30am
Bus Return: 2:15pm



\$115

Wednesday 30/09

Petting Zoo

Animal lovers, this day is for you! Kindifarm is coming to Koolkuna with a wonderful variety of friendly farm animals to meet, pat and learn about. We'll get up close with our furry visitors, discover fascinating animal facts and learn more about how they live and are cared for. Expect plenty of memorable hands-on encounters and adorable animal fun!

Max: 75 - Ratio: 1:15
In Centre



\$100

Thursday 01/10

Koolkuna Spring Fair

Roll up, roll up! The Koolkuna Spring Fair is coming to life! We'll work together to dream up, design and run our very own fair stalls, complete with games, challenges and plenty of creative fun. Children can put their ideas into action, create colourful displays and prepare their stalls for the big event. In the afternoon, the fair will officially open as we explore each other's creations, take on the challenges and celebrate a fantastic day of fairground fun!

Max: 75 - Ratio: 1:15
In Centre



\$85

Friday 02/10

OSHC Oktoberfest

A taste of Germany is coming to Koolkuna! We'll make and decorate delicious pretzels, dance to lively music and take on traditional games and challenges as we celebrate our very own OSHC Oktoberfest. We'll cook, create, play and celebrate together in a day filled with delicious food, creativity, laughter and German-inspired fun!

Max: 75 - Ratio: 1:15
In Centre



\$85

Koolkuna Vacation Care

Program - Week 2 | Spring 2026



= Travelling by Bus (Seatbelts to be worn) = Walking Excursion = Travelling by Ferry = Travelling via Public Transport

Years K-6 Program

Monday 05/10

Koolkuna Closed Public Holiday

Tuesday 06/10

Viral Dance Day

Hit the dance floor for Viral Dance Day! Learn popular dance trends, create fun routines with friends and move to the music while building confidence and coordination. We'll practise our favourite moves, put together some awesome combinations and have plenty of opportunities to show off our style. Bring your energy and see what moves you can master!

Max: 75 - Ratio: 1:15
In Centre



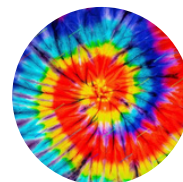
\$85

Wednesday 07/10

Tie-Dye Day

Unleash your creativity in a burst of colour! Experiment with bold colours, patterns and tie-dye techniques to transform everyday items into one-of-a-kind creations. Twist, swirl and mix colours to create eye-catching designs, then watch as each unique masterpiece comes to life. Let your imagination run wild and create something colourful and completely your own to take home!

Max: 75 - Ratio: 1:15
In Centre



\$100

Thursday 08/10

Movies @ Entertainment Quarter

Lights, camera, movie time! We're heading to the Entertainment Quarter for a big-screen cinema experience with friends. We'll settle into our seats, sit back and enjoy a great movie together, complete with plenty of laughs, excitement and memorable moments along the way. There's nothing quite like seeing a movie on the big screen, so grab your friends and enjoy an entertaining day out filled with movie magic and school holiday fun! We'll be choosing a G or PG-rated movie, with the final selection shared with families closer to the day.

Max: 40 - Ratio: 1:8
Bus Departure: 9:45am
Bus Return: 2:30pm



\$115

Friday 09/10

Fidget & Slime Making

Squish, stretch and create! Make colourful slime, design your own fidget toys and explore different textures and materials in a sensory-packed day of hands-on fun. Children can experiment with colours, test different creations and let their imaginations take over as they mix, make and play. Create something uniquely yours to enjoy and take home!

Max: 75 - Ratio: 1:15
In Centre



\$85

Koolkuna Vacation Care

Program - Week 3 | Spring 2026



= Travelling by Bus (Seatbelts to be worn) = Walking Excursion = Travelling by Ferry = Travelling via Public Transport

Years K-6 Program

Monday 12/10

Detective Day

Calling all junior detectives! Koolkuna needs your help! Grab your magnifying glass and put your detective skills to the test as we hunt for clues, crack secret codes, solve puzzling mysteries and uncover hidden surprises. We'll need sharp eyes, clever thinking and great teamwork to crack the case before the day is done!



Max: 75 - Ratio: 1:15
In Centre

\$85

Tuesday 13/10

K-6 Return to School Term 4