

# Manly Vale 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 Manly Vale 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 take 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 per every 15mins 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 back 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 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

An Administration Fee of \$22.00 is payable by all families on an annual basis at the time of enrolment.

# Manly Vale Vacation Care



## Terms & Conditions

### Booking and Payment Policy

**All Vacation Care Bookings must now be requested via the Xplor Home App.**

Please use the Xplor Home App to find the bookings tab and book into the appropriate sessions labelled "Vacation Care Kindy, "Vacation Care 1-2" or "Vacation Care 3-6" where you will be able to book each child in for the days requested. Please refer to the [Casual Booking Instructions](#) if you require assistance. **When a solid orange circle is displayed above, your child is successfully booked in for that day.**

Changes or cancellations will be accepted up until **2 weeks prior to your booking and must be requested via Email.**

If the day is fully booked, you may request a space via the Xplor Home App and will be automatically added to the waitlist. **Please do not try and book your child into the other group.**

Direct debits are processed fortnightly for bookings 2 weeks in advance.

### Cancellation Policy

Changes or cancellations will be accepted until **2 weeks prior to your booking.** Please ensure you cancel the session via email notification to Manly Vale OSHC. Thereafter no changes or cancellations can be accepted without a Medical Certificate.

### Waitlist Policy

If your child has been added to the waitlist and a place becomes available, Manly Vale will contact you via email and book your child in under the assumption you still require care. It is the responsibility of the parent/guardian to advise Manly Vale immediately if you no longer require the care and wish to cancel the booking, which will enable us to offer the place to the next child on the waitlist.

### 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.

### 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.**

**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 are agreeing to these terms, if any questions please email Manly Vale OSHC.**

# Manly Vale Vacation Care

Program - Week 1 | Winter 2026



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

## Kindy

Monday 6/7

### Tie Dye Day

We're unleashing our creativity today as we turn plain clothes into vibrant, personalised tie-dye creations. We'll twist, tie and dye our way through bright colours and bold patterns, experimenting with designs that show off our own style. It's hands-on, messy, expressive fun! Don't forget to wear clothes you don't mind getting splashed with colour. Together, we're creating wearable art that's as unique as we are.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Tuesday 7/7

### Cars Themed Day

Start your engines because we're gearing up for a Pixar Cars themed day. We'll zoom into creative fun as we design and build our own cardboard cars, decorating them with design features and stickers to make them race ready. Once our creations are complete, we'll slow things down and settle in for a relaxing movie session as we enjoy the Pixar Cars film together. It's a fun filled day of imagination, creativity and movie magic that's perfect for little car lovers.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Wednesday 8/7

### Paint A Pot, Grow A Friend

Prepare for a day of creativity as we paint, plant and giggle our way through some epic crafting fun. We'll splash bright colours and wacky patterns over pots, then bring our own grass-head buddies to life with crazy green hair. We'll plant seeds, learn how to care for our new grassy pals and watch them sprout into wild, quirky characters. It's hands-on, messy and full of laughs as we create little friends that keep growing long after the day is done.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Thursday 9/7

### Carnival Play Day

Step right up for a day full of fun, laughter and excitement at our Carnival Day. We'll enjoy ring toss, mini games and face painting, and we'll get creative as we make our own carnival hats and dive into some balloon play. Explore hands-on sensory booths filled with water beads, sand and bubbles, turning the whole day into a joyful celebration of play, creativity and shared smiles.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Friday 10/7

### Star Festival

Get ready for an exciting day celebrating Japan's enchanting Star Festival! Immerse yourself in the tale of the star-crossed lovers that inspire this celebration. Let your imagination soar as we scribble wishes onto paper and create origami to accompany them, all while savouring Japanese foods such as yakisoba. After that, the excitement continues in the kitchen, where we will craft and taste Japanese-inspired delicacies together.

Max: 30 - Ratio: 1:15  
In Centre



\$85

# Manly Vale Vacation Care

Program - Week 2 | Winter 2026



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

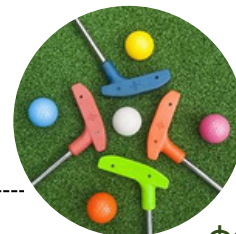
## Kindy

Monday 13/7

### Mini Golf

Putt-putt your way to a hole-in-one as we enjoy a full day of mini golf fun. We'll take turns aiming, swinging and cheering each other on across colourful courses filled with friendly competition. It's the perfect chance for us to build confidence, boost coordination and share plenty of laughs along the way.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Tuesday 14/7

### Create Your Own Fidget

Spin it, click it, fidget! Join us for a super fun, busy-hands activity that encourages creativity and focus as we craft our own spinner and cube fidget toys, mixing different pieces and features to make them unique. We'll tinker, build and personalise our creations, and everyone will finish the day with a cool fidget to take home and enjoy.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Wednesday 15/7

### Fire Fighter Day

Get ready for a hands-on fire safety session as we learn about emergency responders and the important work firefighters do. We'll explore the fire truck and the special equipment fire fighters use to deal with emergencies in our community, join in discussions and build practical skills that help us understand how to stay safe in an emergency.

Max: 30 - Ratio: 1:15  
In Centre



\$85

Thursday 16/7

### Cosmic Chemistry Show

Blast off into an out-of-this-world science adventure with Cosmic Chemistry! In this high-energy session, we'll explore big bangs, rocket launches, icy planets and fiery worlds through hands-on experiments and wow-factor demonstrations. With plenty of chances to discover and be amazed, we'll journey through the solar system in a fun, interactive way that sparks curiosity through space science.

Max: 30 - Ratio: 1:15  
In Centre



\$100

Friday 17/7

### Christmas In July

Celebrate some mid-year Christmas cheer at our Christmas in July day! We will get creative making our own magical snow globes to take home, then head into the kitchen to bake delicious Christmas goodies filled with festive flavours. With crafts, baking and cosy holiday movies, it's a joyful day of creativity, treats and wintery fun!

Max: 30 - Ratio: 1:15  
In Centre



\$85

# Manly Vale Vacation Care

Program - Week 3 | Winter 2026



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

## Kindy

Monday 20/7

### Zumba Fusion

Music pumping, feet moving and energy levels HIGH! Cube Sports brings the vibes with an electrifying Zumba Fusion session packed with dance-floor moves, fitness fun and nonstop smiles. We will jump, twist, groove and laugh their way through an upbeat session that builds confidence, coordination and pure joy. Loud, lively and seriously fun – this is a dance party everyone will love!



Max: 30 - Ratio: 1:15  
In Centre

\$100

Tuesday 21/7

## Back to School Term 3