



# Mona 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 Mona 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 \$15 per every 15mins or part thereof. Normal delivery and collection procedures apply.

### Excursion Day Timing & Transport

- Children 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 excursions families will be required to complete a waiver form.

### 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

Base Day rate = \$65 per student; plus  
Variable Daily Activity cost eg. \$65 + \$15 = \$80  
An Administration Fee of \$27.50 is payable by all families on an annual basis at the time of enrolment.



# Mona 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 K-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 Mona 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, Mona 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 Mona Vale OSHC 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.

### COVID-19 Policy

In the event of a Lockdown resulting in the closure of the Centre, all bookings will be cancelled and fees refunded. In the event of a Lockdown in which the Centre continues to operate, families will be given 48 hours from notification to amend or cancel their bookings. This notice period also applies if there are any program changes resulting from Lockdown restrictions.

### 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 Mona Vale OSHC.**

# Mona Vale Vacation Care

Program - Week 1 | Autumn 2024



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

## K-6 Program

Monday 15/4

### Reptile Mania

Who thinks they're brave enough to encounter some fascinating reptiles? If that's you - join us as we welcome Raptor Reptiles who will show us some magnificent creatures while we learn all about what makes a reptile, a reptile! There will be a range of reptiles from scaly to slimey for us to interact with and learn all about!



Max: 60 - Ratio: 1:15

\$85

Tuesday 16/4

### Sporting Superstars

Come dressed as your favourite team or sports star as we challenge ourselves in a variety of sports including soccer, touch footy, tennis and more! We will be working together to build our sportsmanship skills and try out some new games!



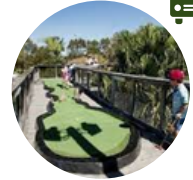
Max: 60 - Ratio: 1:15

\$75

Wednesday 17/4

### Mini Putt Putt

Spend the day as a pirate, venturing through the caves and shipwreck of an amazing pirate themed mini golf course at Pittwater Golf Centre in Warriewood. By the time you're done you might be the best mini golfer in Sydney!



Max: 32 - Ratio: 1:8  
Bus Departure: 9:30am  
Bus Return: 2:00pm

\$90

Thursday 18/4

### Pizza Party!

Test out your cooking skills as we make our very own pizzas! Choose your toppings from pepperoni to pineapple, we will have a wide range of ingredients for you to create your dream pizza!



Max: 60 - Ratio: 1:15

\$80

Friday 19/4

### Games 2 U

Join us as the team from Games 2 U bring their epic gaming truck to Mona Vale OSHC! There will be a variety of video games available in the gaming truck including Minecraft, Just Dance and FIFA. There will also be laser tag and giant yard games such as giant jenga and giant snakes and ladders!



Max: 60 - Ratio: 1:15

\$85

# Mona Vale Vacation Care

Program - Week 2 | Autumn 2024



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

## K-6 Program

Monday 22/4

### Paint & Soda

With a soda in hand to keep you refreshed, you'll create a work of art that's as cool and colorful as you are. It's a day of creativity, laughter, and delicious sips! Let your artistic side flow as we provide all the supplies you need to paint your masterpiece.

Max: 60 - Ratio: 1:15



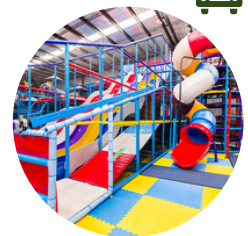
\$80

Tuesday 23/4

### Ultimate Sydney

Come with us as we go on a fun adventure to Ultimate Sydney, Northmead. Ultimate Sydney is an amazing family entertainment venue catering to all ages. They have a HUGE network of interconnected trampolines, a massive foam pit with a climbing wall and Australia's largest indoor play centre!

Max: 32 - Ratio: 1:8  
Bus Departure: 9:15am  
Bus Return: 2:30pm



\$100

Wednesday 24/4

### Survivor Day

Brains VS Brawn - who will win?! Are you mentally tough? Do you love a challenge? Today we will be pushing our minds and bodies to the absolute limit. Who will be this year's winner of Mona Vale OSHC Survivor?!

Max: 60 - Ratio: 1:15



\$80

Thursday 25/4

**ANZAC DAY**  
**Mona Vale OSHC Closed**

Friday 26/4

### Cold Rock Day

Who loves ice cream? Better yet who wants to create their very own signature ice cream where you get to choose which toppings and sauces you want to go with. Today will be a fun filled day enjoying ice cream and possibly making our very own ice cream as well!!

Max: 60 - Ratio: 1:15



\$80

# Mona Vale Vacation Care

Program - Week 3 | Autumn 2024



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

## K-6 Program

Monday 29/4

### Movie Marathon

Relax and recharge with us before the school term goes back as we host a movie marathon at Mona Vale OSHC! We will be watching some of the classics throughout the day, with popcorn and snacks to keep us going! Come watch your favourite movie or discover a new favourite as we spend the day chilling out before school returns.



Max: 60 - Ratio: 1:15

\$75

Tuesday 30/4

## K-6 Return to School