



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 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

- 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 = \$70 per student; plus
Variable Daily Activity cost eg. \$70 + \$15 = \$85
An Administration Fee of \$33 is payable by all families on an annual basis at the time of enrolment.



Koolkuna 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-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 Koolkuna 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, Koolkuna 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 Koolkuna 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 Koolkuna OSHC.

Koolkuna OSHC Balgowlah North Public School, 10 Manning Street, North Balgowlah 2093
www.sustainableoshc.com.au Centre mobile: 0400 774 697 kkoshc@sustainableoshc.com.au

Koolkuna Vacation Care

Program - Week 1 | Summer 2026



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

Kindy Program

Monday 12/1

Make My Bear

If you venture down to OSHC today, prepare for a delightful surprise! You'll get to whip up your very own bear from scratch, stuff it to perfection, and even give it a name along with a shiny birth certificate! Once your cuddly creation is ready, join the OSHC crew for a whimsical Teddy Bear's Picnic where fun and friendship reign supreme!



Max: 90 - Ratio: 1:15
In Centre

\$90

Tuesday 13/1

African Drumming

Connect and celebrate West African culture through sound and movement! Led by professional performers of African Drumming, this hands on workshop will bring the rhythms of West Africa to life with booming drums, vibrant shakers, and contagious beats. Followed by an incredible performance by the team, take the chance to vibe with your crew, and make some serious noise.



Max: 90 - Ratio: 1:15
In Centre

\$90

Wednesday 14/1

Slip & Slide

Slap on your favourite hat, lather on that sunscreen, and get ready to zoom down the Aqua Rush Water Obstacle Course. Expect a tidal wave of fun with water games, water pistol showdowns, and a whole lot more! It's the ultimate way to beat the heat and enjoy some classic summer style fun.



Please ensure you pack a towel, swimmers, and a change of clothes

Max: 90 - Ratio: 1:15
In Centre

\$100

Thursday 15/1

**Due to today's excursion the Kindys won't be joining us.
We look forward to welcoming everyone back tomorrow**

Friday 16/1

Glowtastic Creations

Unleash your creativity with glow-in-the-dark fun! Brace yourself for a day filled with all things that glow in the dark! From vibrant glow-in-the-dark slime & face paint to glow-in-the-dark jelly, this event promises excitement. After a lively morning packed with colourful crafts and messiness, everyone will have a chance to showcase their glowtastic creations at our very own glow-in-the-dark disco! Who will dazzle us with the best dance moves?



Max: 90 - Ratio: 1:15
In Centre

\$85

Koolkuna Vacation Care

Program - Week 2 | Summer 2026



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

Kindy Program

Monday 19/1

Big Science Show!

Our friends from Fizzics Education will be joining us at Koolkuna to demonstrate some amazing experiments! See gigantic bubbles, flying toilet paper, hair-raising electricity experiments, bubbling liquid nitrogen demonstrations, levitating beach balls, volunteers on a nail chair, a giant gyroscope, fireballs, and much more!



Max: 90 - Ratio: 1:15
In Centre

\$95

Tuesday 20/1

Art Mania

Wear an old t-shirt today as we are going to get messy!! Local artist, Jaslyn, will be joining us throughout the day to guide our imagination into designing & creating our own masterpieces through a range of artistic mediums. On top of this, we will be participating in splatter painting, chalk drawing and all things messy! Come get involved and create some messy masterpieces!



Max: 90 - Ratio: 1:15
In Centre

\$90

Wednesday 21/1

**Due to today's excursion the Kindys won't be joining us.
We look forward to welcoming everyone back tomorrow**

Thursday 22/1

Gecko Sports - Colour Blast

Fill your holiday with colour! Get active on our famous obstacle course, relay races and many other challenges, all while being COLOUR-BLAST'ed with rainbow powder. Get your way through a series of games and be rewarded with, yes, more colour...Think water play meets rainbow explosion-where you'll run, splash, and get covered in vibrant holi powder for the ultimate colour showdown.

Wear white for best effect with the colour.



Max: 90 - Ratio: 1:15
In Centre

\$95

Friday 23/1

Mini Masterchefs

Let's get cooking! Form teams to compete in a culinary challenge, creating delicious dishes that highlight your creativity and skills. You'll face off against your peers and battle it out to see who will prevail regardless of your cooking experience. Expect fun, teamwork, and tasty food as you don your aprons for this cooking battle!



Max: 90 - Ratio: 1:15
In Centre

\$85

Koolkuna Vacation Care

Program - Week 3 | Summer 2026



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

Kindy Program

Monday 26/1

Koolkuna Closed Public Holiday

Tuesday 27/1

Ninja Warriors

Prepare to leap, flip, and fly – because Moving Bodies is bringing the ultimate adrenaline rush to OSHC! Release your inner parkour pro, unleash your wildest gymnastics tricks, and conquer the ninja warrior course in a high-energy showdown with fellow daredevils. Whether you're scaling walls, vaulting over obstacles, or mastering your balance, this is your chance to shine, challenge your limits, and celebrate movement like never before. Let the action begin!

Max: 90 - Ratio: 1:15
In Centre



\$95

Wednesday 28/1

ToonWorld - Stop Motion Animation

Lights, Camera, Action! Join us as we transform our imagination into reality by designing and creating movies using iPads and digital tablets. The team from ToonWorld will be joining us to explore the fundamentals of media through building backdrops, crafting characters using modelling clay, and fabricating sound effects. Prepare your popcorn, as we will showcase everyone's final animations in our very own cinematic presentation!

Max: 90 - Ratio: 1:15
In Centre



\$95

Thursday 29/1

**Due to today's excursion the Kindys won't be joining us.
We look forward to welcoming everyone back tomorrow**

Friday 30/1

Wheels Day

Dust off your scooters, bikes and helmets for a day of fun on wheels. We'll have areas for cruising, obstacle courses and plenty of space to enjoy riding with friends. It's going to be an epic day of two-wheeled thrills and good times that you won't want to miss.

BYO Bike, Scooter and Helmet

Max: 90 - Ratio: 1:15
In Centre



\$80