

# 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

- 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

# 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 Vacation Care

Program - Week 1 | Winter 2026



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

## Years K-6 Program

Monday 06/07

### Playroom Drama Education

Playroom Drama Education is bringing the magic of theatre to our Vacation Care program. Led by award-winning theatre-maker and arts facilitator Gabe Francis, their workshops celebrate creativity, confidence and pure fun. Everyone is encouraged to jump in – whether we love being a star on stage or prefer enjoying the action as a spectator.



Max: 75 - Ratio: 1:15  
In Centre

\$100

Tuesday 07/07

### Emergency Services Day

We're teaming up with first responders for a day packed with fun and learning! Get ready to dive into a world of safety-themed games, conquer obstacle courses, unleashing our creativity at craft stations, and tackle group problem-solving adventures. It's all about learning how to stay safe, spot hazards, and handle emergencies while having an absolute blast. So, come along for a fantastic time filled with laughter, exploration, and newfound confidence!



Max: 75 - Ratio: 1:15  
In Centre

\$85

Wednesday 08/07

### FIFA World Cup Day

Get ready to kick off an action-packed day as we bring the excitement of the FIFA World Cup to Koolkuna! We jump into friendly matches, cheer on our teammates and show off our soccer skills as we dribble, pass and score our way through the day. From penalty shootouts to mini-tournaments, there's something for everyone, whether seasoned players or just starting out, this day is all about teamwork, sportsmanship and having a blast with World Cup-style play.



Max: 75 - Ratio: 1:15  
In Centre

\$85

Thursday 09/07

### Zone Bowling Dee Why

Join us for an action-packed day filled with bowling fun! We'll experience the thrill of friendly competition, cheer for our friends and celebrate each strike and spare. We'll be heading to Zone Bowling Dee Why for two exciting games on the lanes. Whether players are aiming for that perfect strike or simply enjoying time with friends, it promises to be a fantastic day of bowling fun.



Max: 40 - Ratio: 1:8  
Bus Departure: 10:30am  
Bus Return: 3:00pm

\$115

Friday 10/07

### Care for the Bush

Koolkuna is coming together to celebrate NAIDOC Week with a special day dedicated to caring for the bush and honouring the rich culture, knowledge and traditions of our First Nations peoples. We'll learn about native plants, explore how we can protect and respect our environment and connect with stories that deepen our understanding of Country. It's a day filled with curiosity, community spirit and meaningful NAIDOC learning.



Max: 75 - Ratio: 1:15  
In Centre

\$85

# Koolkuna Vacation Care

Program - Week 2 | Winter 2026



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

## Years K-6 Program

Monday 13/07

### All Things Clay

Roll, shape, squish and sculpt as we dive into a full day of clay-tastic creativity! We explore different clay techniques, experiment with textures and tools and bring imaginative creations to life. It's a day of imagination, messy fun and endless possibilities – who knows what masterpieces will emerge from the clay table as we enjoy creative clay play.



Max: 75 - Ratio: 1:15  
In Centre

\$85

Tuesday 14/07

### Brookvale Chinese and Karaoke

Koolkuna is heading out for a flavour-packed adventure at Brookvale Chinese, followed by a karaoke session that's sure to bring out everyone's inner superstar. We'll enjoy a delicious lunch together before taking to the mic for some sing-along fun, cheering on our friends and sharing plenty of laughs. Whether we're belting out favourite tunes or soaking up the good vibes, it's set to be a day full of music, memories and mouth-watering moments through karaoke fun.



Max: 40 - Ratio: 1:8  
Bus Departure: 11:00am  
Bus Return: 2:15pm

\$115

Wednesday 15/07

### Science Experiment Day

Koolkuna is set for a spectacular day of science as the Jollybops team joins us for an engaging chemistry show. We'll dive into the wonders of chemical reactions through dazzling demonstrations, hands-on experiments and plenty of wow-factor moments. Young scientists are inspired, amazed and full of curiosity – it's set to be a day of discovery, laughter and unforgettable chemistry fun through interactive science.



Max: 75 - Ratio: 1:15  
In Centre

\$100

Thursday 16/07

### Skate and Scoot

Gear up for a high-energy day on wheels as special guests, Roller Crew joins us to run an exciting skate and scoot session! They'll be bringing a range of skateboards for us to try, along with tips, tricks, and plenty of encouragement. We will cruise and glide, as we build confidence and learn new skills. Whether you're rolling for the first time or showing off smooth moves, it's set to be a day full of fun, fresh air, and good vibes on wheels.



Max: 75 - Ratio: 1:15  
In Centre

\$100

Friday 17/07

### Christmas in July

Celebrate the festive season early! Join us for a delightful day packed with Christmas-themed activities. We'll enjoy festive crafts, exciting Christmas games, decorating treats and watching holiday movies accompanied by cheerful music. Come dressed in favourite Christmas attire or cosy winter wear as we experience the magic of Christmas at Koolkuna with plenty of laughter, creativity and festive joy through Christmas in July fun.



Max: 75 - Ratio: 1:15  
In Centre

\$85

# Koolkuna Vacation Care

Program - Week 3 | Winter 2026



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

## Years K-6 Program

Monday 20/07

### Koolkuna Classics

Get ready for a day full of Koolkuna Classics! We'll bring back all the favourite games and activities we know and love, including Capture the Flag, 44 Homes, Survival Tag, Dodgeball, Handball tournaments, Hama beads, colouring, board games and more. The day is all about teamwork, creativity, laughter and enjoying the simple games that make OSHC so special through classic play.



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Max: 75 - Ratio: 1:15  
In Centre

\$85

Tuesday 21/07

## K-6 Return to School Term 3