



VACATION CARE

ARTARMON

Artarmon Kids Cottage Community Centre
18 Broughton Rd Artarmon 2064

SPRING 2022 PROGRAM



ENROLMENT

Vacation Care bookings are normally taken two weeks prior to each NSW gazetted school holiday.

Important notes for casual bookings:

- All casual bookings must have direct debit details on file.
- Once you submit a casual booking, please ensure your enrolment information is up to date including current direct debit details. Your booking will not be confirmed without details on file.
- Your booking WILL NOT BE FINALISED until your enrolment form is completed in full including current direct debit details.
- Casual bookings can only be made with 48 hours notice. For any late bookings you will need to speak directly with the Nominated Supervisor of your desired service.

Important notes for Vacation Care:

- Council reserves the right to cancel care should numbers fall below 15 enrolments per day.
- Council will endeavour to provide a minimum of five business days notice to families.
- Council will endeavour to offer/provide alternative vacation care options where possible.

CANCELLATIONS, REFUNDS AND CREDIT NOTES

Cancellation of care will not be accepted once your booking has been processed. Where possible, 'swapping' of days can be accommodated, please notify the Nominated Supervisor if this is required. Refunds may be given under extreme/extenuating circumstances on application to the Nominated Supervisor.

LATE ARRIVAL

Please inform staff if your child will arrive later than 9am as it might affect departure time for excursions.

ILLNESS

In accordance with the regulations from the Department of Health, **sick children with a contagious illness must not attend the centre.** Please notify the Centre staff if your child will not be attending.

MEDICATION

Staff will only administer medication to a child if it has been prescribed by a doctor. Over the counter medications such as Panadol and cough medicine will only be administered if accompanied by a doctor's letter of authorisation stating the child's name, the dosage required and the time to be administered. Parents must complete a medication form at the Centre.

CENTRE HOURS

Centres are open from 8am to 6pm. Children will not be accepted into the Centre before 8am and must be collected by 6pm.

LATE FEE

Children must be picked up by 6pm. A late fee of \$20 for the first 10 minutes or part thereof and \$2 for every minute thereafter will apply immediately after 6pm. Please phone the Centre if you think you will be late collecting your child.

SIGN IN AND SIGN OUT

Parents are required by the Commonwealth Government to sign their children in and out of the centre each day. This will be done via our digital Kiosk on the centres iPad.

CLOTHING

All children must have sunscreen and a hat. Please provide suitable clothing, wet weather gear and ensure enclosed shoes are worn each day. All items brought to the centre are to be clearly labelled.

MORNING TEA AND LUNCH

Please provide your own substantial and nutritious morning tea and lunch to last your child/ren all day. We do not recommend soft drinks and junk food. Children can keep their food fresh and cool in the fridge at the centre. Please note that we are a nut free service.

COMPULSORY EXCURSIONS

All children are required to attend 'compulsory' excursions.

EXCURSIONS

Staff to child ratios set out in the National ECEC Regulations will apply to all excursions/outings and will be dependent on the activity. A separate signed permission form is required for all excursions/outings.

OUTINGS


(non-compulsory excursions)

For outings, bookings are accepted on the morning of the outing at the centre on a 'first come first served' basis. Please have correct money ready (cash) at time of booking the outing. Attendance on outings is dependent on the specified limit on the vacation care program and at the Nominated Supervisor's discretion.

SWIMMING EXCURSIONS/OUTINGS

For swimming excursions/outings children must be enrolled in year 3-6 (children must have attended their first day of year 3) and be able to swim unaided for at least 25 meters.

ACTIVITY LEGEND

	INCENTRE
	OUTING
	INCURSION
	EXCURSION



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www.willoughby.nsw.gov.au

ARTARMON VACATION CARE

✓ BOOK SPRING 2022 at willoughby.nsw.gov.au

WEEK 1

MONDAY 26 SEPTEMBER	TUESDAY 27 SEPTEMBER	WEDNESDAY 28 SEPTEMBER	THURSDAY 29 SEPTEMBER	FRIDAY 30 SEPTEMBER
Soft Fabric Animals	Sydney Taronga Park Zoo	Cooking Day	Spring Fair Day	Hoyts Cinema Mandarin Centre
INCENTRE	EXCURSION	INCENTRE	INCENTRE	EXCURSION
Choose between a bear or dog and add your personal design with markers and decorative sparkles.	Explore the lovely grounds of one of our famous Sydney landmarks. Charter Bus Depart: 9.30am / Return: 2.30pm	Lots to do today! Paint banners, design stall layouts, bake cupcakes, make jelly cups and more!	Today YOU organise and run the day! Come early and get involved to set up the activity stations, food stalls and of course the fairy floss and popcorn corner.	Movie: DC League of Super-Pets with an inclusive popcorn treat. Depart: 9.30am / Return: 1.30pm
Total cost of day: \$66.00	Total cost of day: \$84.00	Total cost of day: \$57.80	Total cost of day: \$73.00	Total cost of day: \$74.00
Afternoon snack: Penne Napolitana	Afternoon snack: Sandwiches	Afternoon snack: Rice Noodles with Vegetables	Afternoon snack: Fruit and Cheese Platter	Afternoon snack: Flatbread Margherita Pizza

WEEK 2

MONDAY 3 OCTOBER	TUESDAY 4 OCTOBER	WEDNESDAY 5 OCTOBER	THURSDAY 6 OCTOBER	FRIDAY 7 OCTOBER
PUBLIC HOLIDAY CENTRE CLOSED	Australian Wildlife Sanctuary WILD Rover	Chatswood Strikebowl	Jewellery Making	Holey Moley Golf Club
	INCENTRE	EXCURSION	INCENTRE	EXCURSION
	Children can get up close and personal with wildlife as they learn about their adaptations, diet, habits, and conservation efforts.	Team up with friends for a fun game of tenpin bowling. Depart: 9.30am / Return: 1.00pm	Design your own unique jewellery pieces. From bracelets, necklaces to earrings and rings.	New to our program – experience Australia's craziest and most unique mini golf venue. Depart: 9.30am / Return: 1.30pm
	Total cost of day: \$78.00	Total cost of day: \$71.00	Total cost of day: \$65.00	Total cost of day: \$74.00
	Afternoon snack: Apple and Cinnamon Pasties	Afternoon snack: Tuna Pasta	Afternoon snack: Cheese and Salad Wraps	Afternoon snack: Rice with Butter Beans in Salsa