CHRISTIAN BROTHERS COLLEGE

Christian Brothers College OSHC

Vacation Care Program

Location **Senior Campus** **Conference Centre** **214 Wakefield Street** **ADELAIDE SA 5000**	Fri Dec 4th - Pupil Free Day
Location **Senior Campus** **Conference Centre** **214 Wakefield Street** **Adelaide 5000** **Mob: 0404 423 190**	**Vacation Care** Week's One and Two Mon 7th Dec – 18th Dec
Location **Junior Campus** **324 Wakefield Street Adelaide**	**re-opens** Week's Three – Five 5th Jan – 23rd Jan 2027
Contact	Director: Karyn Falting Phone: 8400 4265 Mobile: 0404 423 190 (preferred) Email: oshc@cbc.sa.edu.au
Times of Operation and fees	**7:00am – 6:00pm** Monday to Friday $65.00 (excursion and bus fees are additional) **7.30am – 6.00pm** Monday to Friday $60.00 (excursion and bus fees are additional)

CBC OSHC is a Child Care Benefit approved provider. Childcare Approval Number – 1-631-2029

Reminders

- Children are expected at OSHC by **8:30am** on excursion days. We cannot hold up our planned schedule. If you are late, you can meet the OSHC group at the excursion location.
- All children, staff and volunteers are required to wear **our OSHC (purple) broad brimmed hat and sunscreen** each day during Terms 1, 3 and 4. Children that do not have an OSHC hat will be required to always stay inside or under shade. Please note that caps are not appropriate.
- If your child has a medical condition, please ensure that you provide staff with updated Medical Action Plans, Risk minimisation forms and their prescribed medication.
- Please provide **appropriate weather and sun safe clothing and comfortable walking shoes or sandshoes for excursions.** (no thongs allowed).
- Please provide your child/ren with a **healthy recess, lunch, snacks and a labelled drink bottle each day**. An afternoon snack will be provided by the service each day at 3.00pm.
- Spending money will not be required unless stated as an option on the Vacation Care program.
- Planned activities including incursions and excursions may be cancelled in case of inclement weather or any other event at the discretion of OSHC Director.

Payment of Fees

Direct Debit Payment System (Paystream)

In the interests of providing our OSHC families with a convenient and seamless service, Christian Brothers College OSHC will be introducing an automated Direct Debit Payment facility (Paystream) to manage payments of our Out of School Hours Care Accounts.

All families using Before & After School Care and Vacation Care Programs will be required to complete a Direct Debit Request & Authority form (as attached) and return to OSHC.

OSHC Accounts will be emailed weekly on Wednesdays and under the Paystream facility deductions will be processed weekly on Fridays.

OSHC Bookings will only be accepted upon completion and return of the Direct Debit Request & Authority form.

The Paystream facility allow families to nominate either a bank account or credit card deduction for the weekly payment of OSHC fees.

If you have any difficulties with payment of your OSHC fees, please do not hesitate to contact me on

mobile: 0404 423 190 from 7.00 am to 3.00 pm Monday to Friday or via email at oshc@cbc.sa.edu.au

We look forward to working with all our families under our new automated payment system that will provide our service with additional time to deliver a better service to our children and families.

Terms and Conditions

Please note: Full payment of Vacation Care fees is required to secure your bookings. Booking forms will need to be received by Friday 27th November. Any bookings received after this date will be considered late and will incur a $5.00 late fee per day per child.

All excursion fees will be charged immediately on the day that we receive the booking form.

Payment of fees is confirmation of your child's bookings. All OSHC accounts will need to be up to date and paid in full prior to confirmation of all bookings.

Cancellations: if a booking is cancelled during the vacation care period, this is then an absent day charge and is claimable through CCS. Please note that if you don't attend on the last day of vacation care then you will not receive your CCS rebate.

We are unable to cancel or transfer Vacation Care bookings without a medical certificate. This is to cover staffing, catering, transport, and excursion expenses. Credit will only be given if a child is away sick, we are notified, and a medical certificate is provided. Please note that additional costs for excursions, bus trips and food cannot be refunded.

Permissions

I give permission for my child/ren to participate in programmed incursions, excursions and any short walking excursions around the Junior Campus, Senior Campus, East Terrace Glover Parklands, and Victoria Park Top and Bottom Ovals. This may include travel by chartered bus. I am willing for my child/ren to participate in all programmed activities and excursions detailed in the Vacation Care itinerary. I understand that it is my responsibility to familiarise myself with the programme details and to advise OSHC staff if I do not wish for my child/ren to participate in a particular activity. *Risk assessments are conducted for all excursions and incursions and will be sent to you via Paperly for you to authorize and accept prior to departure.	☐ **Yes** ☐ **No**
I give my permission for my child/ren to be photographed by OSHC staff and photos/video displayed *within* (not electronically) the College for promotional use and to reinforce the concepts of Being, Belonging and Becoming in our community. *We promote a positive cyber safe culture within our community, and this extends to the way in which we use photographs of children in our care. Photographs are only taken with a CBC OSHC phone or ipad and can be reviewed upon request at any time.	☐ **Yes** ☐ **No**
I give permission for face paint, colored hairspray and temporary tattoos to be applied.	☐ **Yes** ☐ **No**
I give permission for sunblock to be applied to my child/ren when it is deemed necessary by qualified staff.	☐ **Yes** ☐ **No**
I have provided OSHC Service with an updated (within 12 months) • Parent Communication Plan, • Medical Management plan ie Asthma Anaphylaxis/Allergies. • Risk Minimisation Action Plan Non CBC students - Please provide medication to the OSHC Director on the day of attendance.	☐ **Yes** ☐ **No**
I give my permission for my child to watch G rate and PG rate movies as directed and supervised by the Director.	☐ **Yes** ☐ **No**

I have noted the above fees details and understand that Vacation Care fees are required to be paid in full prior to attending to confirm booking/s.

Current contact details

Phone numbers: (mobile 1) _____ (work 1) _____

(mobile 2) _____ (work 2) _____

Email Address: _____

Signed: _____ Name:_____ Date: _____

Have you completed a **CBC OSHC 2027** enrolment form? (Available online or from the OSHC office) ☐ **Yes** ☐ **No**

Have you completed an Automatic Direct Debit Form for payment of accounts? Please see attached forms. ☐ **Yes** ☐ **No**

Non CBC Parents must bring their child's medication to the service each day and a current action plan (within 12 months) must be supplied. No child will be allowed to go on an excursion if medication is not supplied.

Date / Activity	Departure / Arrival Times and What to bring to wear	Additional Costs	Please Tick to Select Day	Total Amount
Week 1				
Friday 4th December **Axe Throwing and Loom Bands**	PUPIL FREE DAY In house Activities	No additional cost	☐	
Monday 7th December **Calligraphy and Bubble Art**	In house Activities	No additional cost	☐	
Tuesday 8th December Incursion **CPR and First Aid Skills**	Session starts at 1.00pm. Bring along a soft toy for you to practice your CPR skills.	Session $10.00 (if you booked this session last holidays you will not be charged again)	☐	
Wednesday 9th December **Beyblades, Anime, Manga and Totora Cube Craft**	Bring along your Beyblades , make sure that they are named	No additional cost	☐	
Thursday 10th December **Mini Circus Skills Show and workshop**	Session starts at 10.00am	Session $18.00	☐	
Friday 11th December **Yarn Wrapped Creatures**	In house activities	No additional cost	☐	
Week 2				
Monday 14th December **Tissue Craft and Critters**	In house Activities	No additional cost	☐	
Tuesday 15th December **Santas Workshop Craft and Cooking**	In house Activities	No additional cost	☐	
Wednesday 16th December **KOORANA GYMNASIUM** Corner Rosedale Ave, Oaklands Rd, Morphettville SA 5043 **Excursion-** Ratio 1:8 **Max 45 students**	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 1.00pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Session $22.00 Bus $12.00	☐	
Thursday 17th December **CBC Christmas Lunch and Secret Santa**	$7.00 gift for Secret Santa	Lunch $8.00 Roast Chicken Dinner and Dessert	☐	
Friday 18th December **Hot Dog, Board Games and Movie Day**	In house activities	No additional costs	☐	

Date / Activity	Departure / Arrival Times and What to bring to wear	Additional Costs	Please Tick to Select Day	Total Amount
Week 3				
Monday 4th January **Paper Making**	In house activities	No additional cost	☐	
Tuesday 5th January **Excursion** Base Camp 550 Churchill Road Kilburn 5058 Ratio 1:8 Max 45 students	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 1.00pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Session $20.00 Bus $12.00	☐	
Wednesday 6th January Easy Weaving	In house activities	No additional cost	☐	
Thursday 7th January **Excursion** **Semaphore Movie Day** Angry Birds **Semaphore Odeon Cinema and Playground** Semaphore Road, Semaphore Ratio 1:8 Max 45 students	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 2.30pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Bus $12.00 Movie & meals deal $17.00	☐	
Friday 8th January **Creative Art Day**	In house Activities	No additional cost	☐	
Week 4				
Monday 11th January **Pokemon Day**	In house Activities Dress up in your favourite Pokemon outfit.	No additional cost	☐	
Tuesday 12th January **Excursion** **Science Collective** **Klemzig Community Hall** 232 North East Road Klemzig 5087	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 1.00pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Session $15.50 Bus $12.00	☐	
Wednesday 13th January **WET WET WET**	Bring your bathers, towel, and goggles The more water balloons the merrier.	No additional cost	☐	

Date / Activity	Departure / Arrival Times and What to bring to wear	Additional Costs	Please Tick to Select Day	Total Amount
Thursday 14th January **Excursion** **Zone Bowling Woodville** **819 Port Road Woodville 5011** **Ratio 1:8**	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 1.00pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Session $24.00 Bus $12.00	☐	
Friday 15th January **TACO DAY**	In house Activities	No additional cost	☐	

Date / Activity	Departure / Arrival Times and What to bring to wear	Additional Costs	Please Tick to Select Day	Total Amount
Week 5				
Monday 18th January Nerf Battles and Bling Making	In house activities Bring along your nerf blasters and protective gear, (glasses)	No additional cost	☐	
Tuesday 19th January ICA Sports Works Excursion 1 Stepney Road Stepney SA Ratio 1:8 Max 45 students	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 2.30pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Session $17.00 Bus $12.00	☐	
Wednesday 20th January Pasta Sea Surprise	LUNCH IS ON US – pasta and garlic bread	No additional cost	☐	
Thursday 21st January Bounce Excursion Greenacres 13-15 Fosters Rd, Greenacres SA 5086 Ratio 1:8	Children are to be at school by 8.30am for a 9.00am departure and we are returning at 12.30pm (approx.) Please bring recess, lunch, water bottle and hat. Appropriate clothing for the weather conditions. Please note: closed in shoes are to be worn and no thongs or sandals are allowed.	Session $28.00 Bus $12.00	☐	
Friday 22nd January HOT WHEELS and FUNKY HAIR DAY	In house activities Bring along your Hot Wheels cars and tracks.	No additional cost	☐	
Please note that all activities/excursions will be charged to your account when your application is received. Full payment is required to confirm your bookings.		**Total Cost**		

Name of Student/s Attending

Student's Name 1: _____

Student's Name 2: _____

Christian Brothers College Outside School Hours Care

Direct Debit Request & Authority

Parent/Caregiver(s) Full Name: _____

Child(s) Name: _____

Direct Debit Agreement and Acknowledgement

I/we request Christian Brothers College Adelaide to Direct Debit our OSHC Fees either via Credit Card or Bank Account (provided below) for my child/ren booked into care at Christian Brothers College OSHC Service ID 190016886K.

I understand that it is my responsibility to ensure all Child Care Benefit requirements are fulfilled with Centrelink and if I fail to do so I will be responsible for paying full OSHC Fees.

I/we understand that payment of our account is my/our responsibility and payment terms of fees are 7 days.

I/we understand it is the account holder responsibility to ensure that financial institution details provided are current and to inform Christian Brothers College Adelaide of any changes.

Dishonour fees

In the event your Direct Debit is dishonoured Christian Brothers College Adelaide will charge a dishonour fee to your account.

Default Payment

In the event of default payment of OSHC Fees, Christian Brothers College Adelaide reserves the right to disclose your personal information to a debt collection agency.

Should my/our account be placed with a debt collection agency, then I/we agree to pay all collection and legal expenses relating to the recovery of my/our account, and any default debt may be reported to a credit reporting agency.

I/we request and authorise Christian Brothers College Adelaide to arrange through its own financial institution, for any amount Christian Brothers College Adelaide may charge you to be debited through the Bulk Electronic Clearing System from a nominated Credit Card and/or Bank Account as provided below.

I authorise for the full amount owing on my OSHC Fee Account to be debited weekly from my Credit Card and/or Bank Account provided.

Signature: _____ Date: __ __ / __ __ / __ __

NEW PARENTS MUST COMPLETE THIS FORM

Direct Debit Payment Details –

Current Families --Only complete if you have changed your banking details or if its a new account.

Credit Card **or**	Name on Card: _____ ☐ VISA ☐ MasterCard Number: __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ Expiry: __ __ / __ __ CVV: __ __ __
Bank Account	Account Name: BSB:_____ Account Number: _____ Organisation_____
Office Use Only	Date Received: __ __ / __ __ / __ __ Initials: _____