



Christian Brothers College OSHC

Vacation Care Program

Date	Week 1 – 30th October -4th October Week 2 – 8th October – 11th October
Location	7th October – Public Holiday Christian Brothers College Junior Campus 324 Wakefield Street, Adelaide SA 5000
Contact	Director: Karyn Falting Phone: 8400 4265 Mobile: 0404 423 190 (preferred) Email: oshc@cbc.sa.edu.au
Time of Operation	7:30am – 6:00pm Monday to Friday \$55.00 (excursion fees are additional) 8.00am – 6.00pm Monday to Friday \$50.00 (excursion 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, 2 ,3 and 4, depending on the UV ratings. 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 **weather appropriate and sun safe clothing and comfortable walking shoes or sandals for excursions.** (no thongs allowed or bare shoulders).
- 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 the case of inclement weather or any other event at the discretion of OSHC Director.
- **Vacation Care Fees:** \$50.00 per child, per day. An additional \$5.00 will be charged if your child starts at 7.30am. This fee is inclusive of excursions, incursions and activities (except where stated on the program).

- **If your child attends a session on an excursion day without a hat, your child will be given an Oshc hat and you will charged \$18.00.**
- **If your child attends a session without a water bottle, your child will be given a bottle of water and you will charged \$3.00.**

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Operoo

We are excited to advise you that we are adopting a new system named Operoo. Some people may have already used this system, previously known as Care Monkey.

The Operoo system makes it very easy for you to respond to field trip, camp and other consent forms using your mobile phone, tablet or PC. No more paperwork! No more lost forms or notes covered in a squashed banana in bags, no more concerns about children missing out on information when they are absent.

It will greatly reduce the burden on you to provide information that is repetitive. For example, it will allow you to keep your or your child's emergency contact and medical information up to date; so you don't need to repeat this information again whilst your child is at Christian Brothers College Oshc and Vacation Care. It also puts you in control of this data, so you'll always know what emergency contacts and medical information is shared with Christian Brothers College.

We do need a valid email address from you to use the Operoo system. Please share those details with us if you haven't already.

You don't need to do anything else until you receive an email invitation from us asking you to sign up for your Operoo account. After that, you'll receive notifications whenever there is an electronic form to complete for Christian Brothers College.

From Christian Brothers College's perspective, you or your child's information will only be visible by the relevant staff for you or your child and will be managed in accordance with our privacy policies. Details about Operoo's security and privacy procedures can be found here: <https://www.operoo.com/terms-policies-security/>.

Please feel free to contact us if you have any questions. You can visit the Operoo website for more information here: www.operoo.com. There is also a parent introduction page here: <https://www.operoo.com/intro-for-parents/>.

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. This new payment method took effect on January 2023.

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 it to the OSHC Director.

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.

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**THE
WORLD
BEFORE
US.**

Terms and Conditions

Please note: Full payment of Vacation Care excursion fees is required to secure your bookings.

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

<p>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. This includes 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 may be viewed upon request.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>I give my permission for my child/ren to be photographed by OSHC staff and photos/video displayed <i>within</i> (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 taken with a CBC OSHC camera only and can be reviewed upon request at any time.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>I give permission for face paint or colored hairspray to be applied.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>I give permission for sun block to be applied to my child/ren when it is deemed necessary by qualified staff.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>I have provided OSHC service with an updated (within 12 months) medical management plan ie Asthma Anaphylaxis/Allergies. Please provide medication to OSHC Director on the day of attendance.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>I give my permission for my child to watch PG movies as directed and supervised by the Director.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>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.</p> <p>Name of Parent _____</p> <p>Phone numbers: (mobile 1) _____ (work 1) _____</p> <p>Email Address: _____</p> <p>Signed: _____ Date: _____</p>	

Have you completed a **CBC OSHC 2024** 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 must be supplied. No child will be allowed to go on an excursion if medication is not supplied.

Week 1				
Session	What to bring and what's going on	Additional cost		Sign
Monday 30 TH September Crafty Day Ratio 1:15	Making a bird feeder <ul style="list-style-type: none"> Loom bands 	No additional cost		
Tuesday 1ST October EXCURSION MOVIE DAY The Wild Robot Rated PG SEMAPHORE ODEON CINEMA SEMAPHORE PLAY PARK Semaphore Road Semaphore Ratio 1:08	Children are to be at school by 8.30 am for a 9.00am departure. We will be traveling by hired coach. We will return at 2.30pm (approx.) <ul style="list-style-type: none"> Appropriate clothing Sneakers -no sandals or thongs OSHC hat, water bottle recess and lunch 	Session \$16.00 per child Bus \$10.00 Total \$26.00		
Wednesday 2ND October A Day in India Ratio 1:15	In House Activities <ul style="list-style-type: none"> Clay making Butter chicken for snack Naan bread making 	\$5.00 craft		
Thursday 3RD October Excursion INFLATABLE WORLD 42 FAMECHON CRES MODBURY NORTH SA 08 0258 6000 Ratio 1:08	Children are to be at school by 8:30 am for a 9.00 am departure. We will be traveling by hired coach. We will return at 1.00 (approx.) <ul style="list-style-type: none"> Appropriate clothing Sneakers -no sandals or thongs Sox OSHC hat, water bottle recess and lunch 	Session \$18.00 per child Bus fee \$ 10.00 Total \$28.00		
Friday 4TH October Technology and Scooter Day Ratio 1:15	Bring along Technology and scooter	No additional cost		
Week 2				
Monday 7TH October	PUBLIC HOLIDAY – <i>NO CARE AVAILABLE</i>			
Tuesday 8TH October Taco Tuesday Ratio 1 :15	Making tacos for snack Making a pinata to take home.	No additional cost		
Wednesday 9TH October Incursion and Excursion Build a Bear and Teddy Bears Picnic Ratio 1 :8	At 10.30am we will walk to Rymil Park for a picnic lunch We will return at 1.30pm (approx.) <ul style="list-style-type: none"> Appropriate clothing Sneakers -no sandals or thongs OSHC hat, water bottle recess and lunch 	Teddy Bear \$18.00		
Thursday 10TH October Excursion Botanical Gardens Little Sprouts Education Program and the Chihuly Glass Blowing Exhibition. Ratio 1:8	Children are to be at school by 8:30 am for a 9.00 am departure. We will walk to the Botanical Gardens North Terrace Adelaide be. We will have lunch at the Gardens and return to school at 1.30pm (approx.) <ul style="list-style-type: none"> Appropriate clothing Sneakers -no sandals or thongs OSHC hat, water bottle recess and lunch 	\$8.00 Little Sprouts		
Friday 11TH October Scavenger Hunt Pizza and Pasta Day Ratio 1:15	Making pizzas for snack Scavenger Hunt at Glover Park	No additional cost		

Name of Student/s Attending

Student's Name 1 _____

Student's Name 2 _____

Student's Name 3 _____

Booking forms will need to be received by end of business, Friday 20th September 2024.

Any bookings received after this date will be considered late and will incur a \$5.00 late fee per day per child.

All activities/excursions will be charged to your account the day your application is received. Full payment of excursion fees is required to confirm your bookings.

Children must bring every day

- OSHC hat
- Water bottle – a fee of \$3.00 will be charged if they don't have one.
- Lunch and recess
- Wear closed in shoes.
- No singlet tops. Shoulders must be covered.



CHRISTIAN BROTHERS COLLEGE

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: __/__/__

Direct Debit Payment Details

Form containing fields for Name on Card, Credit Card (VISA/MasterCard), Number, Expiry, CVV, Bank Account (Account Name, BSB, Account Number, Organisation).

Please make sure your details are up to date and current.

Office Use Only section with fields for Date Received and Initials.

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