

## Thursday 14 - Friday 22 December 2017 and Monday 8 - Wednesday 31 January 2018

Take a look at our fun and exciting Holiday Programs!

We operate two programs throughout the holidays:

A. Long Day Care held at the Early Learning Centre for all preschool/kindergarten students.

B. Outside of School Hours Care program for school aged students which is held in the Discovery House.

CCB and Child Care Tax Rebate of 50% are available to meet the out-of-pocket expenses to all students attending the two programs.

Come and join in the fun activities which include: Christmas Craft and Cooking, Christmas Party, Recycle Craft, 'S' Day, Art Attack, Water Fun Day, Bucket Day, Back to School and PJ and Movie Day. Some incursions include: Surf'n'Slide, Treasure Chest Quest, Fit for Kids Tennis Clinic, Supreme Incursion Slime Time, RFDS, Inflatable Santa House and Animal Kingdom Obstacle Challenge.

Other highlights include a trip to Balance Gymnastics, Scienceworks, Greensborough Lanes and Don Bosco Youth Centre.

- We ask that nut and nut products are not included in the children's lunch boxes during the program.
- Children are asked to please bring their own hats, gumboots and jackets to wear at the program.
- Children are required, for their own safety, to wear appropriate footwear (no thongs etc.) at all times.
- ELTHAM College Holiday Program reserves the right to change the program due to unforeseen circumstances. The activities on the timetable are only some of the activities the children can participate in on a daily basis.

**Please note that an *Enrolment Form* only needs to be completed for the first program in attendance at the start of the new school year. A *Registration Form* must be completed for each Holiday Program.**

### Operation Times

- 7.30am – 6.30pm
- Prior to 7.30am by appointment only
- Excursion Days – Children to be signed in at least 30 minutes prior to bus departing

### Holiday Program Fee Schedule

Full day: \$59.00 per child

Full day including incursion: \$64.00 or \$69.00 per child (depending on activity)

Full day including excursion: \$80.00 or \$85.00 per child (depending on activity)

Full week (five days) includes all incursions and excursions: \$320.00 per child

Excursion/incursion days incur extra costs to cover fee for activity

A late fee of \$5.00 will apply for every 5 minutes or part thereof that a child requires care after 6.30pm.

## Medication

A medical authorisation form must be completed for children who require medication. Medication must be clearly labelled with the child's name and dosage required. Under our duty of care a child who arrives without medication or with 'out of date' medication, will not be accepted into the program.

Please hand all medication to the coordinator on arrival.

## Clothes

Children are required to have a suitable sun hat from the beginning of September to the end of April for outdoor play, and bathers and a towel for swimming days. During the colder months we advise children to bring a jacket and encourage them to bring a warm hat. At all times children are required for their own safety to wear appropriate footwear (no thongs etc.).

## Food

Morning and afternoon tea are supplied in line with the healthy eating guidelines. Children are to bring their own lunch and drink bottle unless otherwise stated on the program, or if the menu is not suitable. Please advise staff of any dietary requirements.

## Behaviour

It is very helpful if you discuss appropriate behaviour with your child before they attend the program. Any behaviour that is seen as unacceptable will be recorded and parents will be informed at pick up time. We do reserve the right to remove a child from the program if behaviour is deemed to be putting other children or staff at risk. In this case parents would be contacted by phone to come and collect their child immediately.

We prefer mobile phones, cameras, hand held games, toys and/or other games are not brought to the service. The service takes no responsibility for damage to these items.

## Leaving and collecting children

Children must be signed in on arrival and signed out before leaving the service by a parent or authorised contact.

Children will only be allowed to leave the service with adults listed on their enrolment form. If you want someone not listed to collect your child you must notify the service by phone/email. If a child is still at the service after closing time every effort will be made to contact parents or emergency carers listed on the enrolment form.

## Enrolment/Registration procedures

An Enrolment *and* Registration form must be completed for the first program in attendance after the start of the new school year, and then only a Registration Form, listing the days required, needs to be completed for each program. Bookings will not be accepted without payment and a completed Enrolment and/or Registration form. Forms must be returned to the College by the closing date by mail or email to [gcurtain@elthamcollege.vic.edu.au](mailto:gcurtain@elthamcollege.vic.edu.au) or faxed to 9437 0728. Payments can also be made by contacting reception on 9437 1421.

## Child care assistance

Child care benefit is available to all eligible parents. To register with the family assistance office/centrelink please contact them on 13 61 50 to obtain your Family and Child CRN. Then notify the service of the CRN details along with your date of birth.

## Timetable

Week 1			
Thursday 14 December	<b>Veg Out Day</b> Come and help cook up some pancakes for snack. There's lots of activities choose from today. We'll need some help putting up the Christmas tree and decorating.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$59
Friday 15 December	<b>Pyjama and Movie Day</b> Come in your PJs, relax, play some fun indoor/outdoor games, pop some popcorn and watch a movie.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$59
Week 2			
Monday 18 December	<b>Christmas Craft Day</b> Today we will be making lots of fun Christmas decorations and presents for your family.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$64
Tuesday 19 December	<b>Scienceworks Excursion</b> Bus will be departing at 9.30am for Scienceworks returning at approx. 2.30pm.	<ul style="list-style-type: none"> <li>Lunch and drink in a small backpack</li> <li>Sun hat</li> </ul>	\$85
Wednesday 20 December	<b>Santa House Jumping Castle</b> All day fun jumping in the Christmas castle and doing some Christmas cooking.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$69
Thursday 21 December	<b>Christmas Party Day</b> Come and help us decorate the room ready for a special lunch and a visit from Santa. Lots of party games and prizes.	<ul style="list-style-type: none"> <li>Please bring a plate to share</li> <li>Sun hat</li> </ul>	\$59
Friday 22 December	<b>Christmas Breakup</b> Last minute gifts and cooking, then wind down with a movie ready for the big day.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$59
Week 3			
Monday 8 January	<b>Welcome Back/Recycle Craft Day</b> Today we will be making lots of fun craft and garden art using recycled materials.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$59
Tuesday 9 January	<b>Surf'n'Slide Incursion</b> Giant 9m water slide for lots of outdoor fun. Bring a change of clothes (t-shirt and shorts) to get wet in.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>T-shirt, shorts and towel</li> <li>Sun hat</li> </ul>	\$69
Wednesday 10 January	<b>Don Bosco Youth Centre</b> Bus will be departing at 9.30am for Don Bosco indoor games centre returning at approx. 2.30pm.	<ul style="list-style-type: none"> <li>Lunch and drink in a small backpack</li> <li>Sun hat</li> </ul>	\$80
Thursday 11 January	<b>Supreme Incursions Treasure Chest Quest</b> Challenge children's mental ability as they move through ancient historical worlds. They will be immersed in an imaginative world searching for clues and props to help them on their journey to discover the codes to unlock their treasure! <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> <li>Bathers and towel</li> </ul>	\$69
Friday 12 January	<b>'S' Day</b> Activities such as suncatchers, shrinkies and scoubies - make whatever you like! <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sunhat</li> <li>Bathers and towel</li> </ul>	\$64
Week 4			
Monday 15 January	<b>Bucket Day</b> Decorate your own bucket hat to take home and grab a bucket for some fun games. <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> <li>Bathers and towel</li> </ul>	\$69
Tuesday 16 January	<b>Art Attack</b> Today we will be painting giant murals, designing your own Russian dolls, beading plus lots more.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$69
Wednesday 17 January	<b>ELTHAM Open</b> Come and channel your inner Roger Federer and Serena Williams in this Fit for Kids Tennis Clinic. <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> <li>Bathers and towel</li> </ul>	\$69

Thursday 18 January	<b>Balance Gymnastics Excursion</b> Bus will be departing at 12.30pm for Balance Gymnastics Research returning at approx. 3.30pm. <b>Children must wear socks and appropriate shoes.</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$80
Friday 19 January	<b>Supreme Incursions Slime Time</b> Slime you say! Who doesn't love slime! Glittering slime, glow in the dark slime, magnetic slime and so much more. <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> <li>Bathers and towel</li> </ul>	\$69
<b>Week 5</b>			
Monday 22 January	<b>Greensborough Lanes Bowling Excursion</b> Bus will be departing at 9.45am for Greensborough Lanes, then travelling to Eltham North Adventure Playground for a picnic lunch returning at approx. 2.30pm. <b>Children must wear socks and sports/runner type shoes.</b>	<ul style="list-style-type: none"> <li>Lunch and drink in a small backpack</li> <li>Sun hat</li> </ul>	\$85
Tuesday 23 January	<b>Animal Kingdom Obstacle Challenge</b> An all day jungle obstacle fun course designed to entertain with various challenges/races.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$69
Wednesday 24 January	<b>Royal Flying Doctor Service Incursion</b> The Aeromedical Simulator includes all equipment used by doctors, nurses and pilots of the RFDS; it's a plane without wings. <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> <li>Bathers and towel</li> </ul>	\$69
Thursday 25 January	<b>Australia Day Celebrations</b> Help us celebrate Australia Day making lamingtons to have with a BBQ lunch. Lots of Aussie sport and fair dinkum Aussie craft. <b>Swimming</b>	<ul style="list-style-type: none"> <li>Lunch and drink if menu not suitable</li> <li>Sun hat</li> <li>Bathers and towel</li> </ul>	\$69
Friday 26 January	<b>CLOSED</b>		
<b>Week 6</b>			
Monday 29 January	<b>Back to School</b> Decorate your own library bag and make a bag tag ready for school.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$69
Tuesday 30 January	<b>Water Fun Day</b> Be prepared to get wet – lots of fun activities, bubbles, water bombs and more.	<ul style="list-style-type: none"> <li>Lunch and drink</li> <li>Sun hat</li> </ul>	\$59
Wednesday 31 January	<b>Party Day</b> Come dressed up for lots of fun party games such as pass the parcel, musical chairs, limbo, face painting etc.	<ul style="list-style-type: none"> <li>Please bring a plate to share</li> <li>Sun hat</li> </ul>	\$59

# OSHC Holiday Program Registration Form



Closing date for applications: 8 December 2017

Please complete one Registration Form for EACH child.

**Registration cannot be accepted without payment:** Payments can be made by contacting Reception on 9437 1421.

Forms may be faxed to Reception on 9437 0728 or scanned and emailed to [reception@elthamcollege.vic.edu.au](mailto:reception@elthamcollege.vic.edu.au)

## Child

Surname: \_\_\_\_\_ Given Name: \_\_\_\_\_

Year Level: \_\_\_\_\_

My child will be attending on the following days (please check the appropriate boxes):

Monday	Tuesday	Wednesday	Thursday	Friday
<input type="checkbox"/> 18 December \$64	<input type="checkbox"/> 19 December \$85	<input type="checkbox"/> 20 December \$69	<input type="checkbox"/> 14 December \$59	<input type="checkbox"/> 15 December \$59
<input type="checkbox"/> 8 January \$59	<input type="checkbox"/> 9 January \$69	<input type="checkbox"/> 10 January \$80	<input type="checkbox"/> 21 December \$59	<input type="checkbox"/> 22 December \$59
<input type="checkbox"/> 15 January \$69	<input type="checkbox"/> 16 January \$69	<input type="checkbox"/> 17 January \$69	<input type="checkbox"/> 11 January \$69	<input type="checkbox"/> 12 January \$64
<input type="checkbox"/> 22 January \$85	<input type="checkbox"/> 23 January \$69	<input type="checkbox"/> 24 January \$69	<input type="checkbox"/> 18 January \$80	<input type="checkbox"/> 19 January \$69
<input type="checkbox"/> 29 January \$69	<input type="checkbox"/> 30 January \$59	<input type="checkbox"/> 31 January \$59	<input type="checkbox"/> 25 January \$69	<input type="checkbox"/> CLOSED

## Swimming (Competent Years Prep and up children only)

My permission is / is not (please circle) given for \_\_\_\_\_ to participate in the Holiday Program swimming sessions.

## Medical authorisation for all children:

In the case of an emergency, I authorise the Holiday Program Coordinator and/or assistant to contact the family doctor, if available, or the nearest doctor, and to arrange for any hospital treatment. I accept responsibility for any cost involved.

## Absences:

- Full refund or transfer of booking to a future program may be made for any cancellation made **before** the closing date of registration.
- No refund will be issued after the closing date of registration for absences.

## Parent/Guardian Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature of Parent/Guardian Date

## For Office Use Only

Paid	Amount	Date	Extra Day	Amount	Date
Fee					
Extras					

## Methods of Payment

**Mail:** Cheque/Money Order to P.O. Box 40, Eltham 3095

**Phone:** Credit Card payments 9437 1421

**In person:** Cash or credit/debit card only

**Internet Banking:** Account Name: Eltham College BSB: 633 000 Account Number 149876260

**Reference:** Your surname and Holiday Program: (i.e. Smith Holiday Prg)