



Holy Spirit Catholic Primary School

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OUT OF SCHOOL HOURS CARE – CHANGE OF BOOKING FORM

All bookings must be in writing and made through the front office.

Email accepted, please email to: admin.holyspirit@nt.catholic.edu.au

OSHC – CONTINUOUS BOOKING (PLEASE TICK EVERY DAY REQUIRED)

FAMILY NAME _____ CHILD's NAME _____		WEEK COMMENCING _____			
	Monday	Tuesday	Wednesday	Thursday	Friday
BSC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ASC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> I am cancelling Out of School Hours Care till further notice.					

OSHC - SPECIFIC DATES ONLY BOOKING / CANCELLATION

FAMILY NAME _____ CHILD's NAME _____		<input type="checkbox"/> Please tick if this is a cancellation			
	Monday	Tuesday	Wednesday	Thursday	Friday
BSC	/ /	/ /	/ /	/ /	/ /
ASC	/ /	/ /	/ /	/ /	/ /

VACATION CARE CANCELLATION

FAMILY NAME _____ CHILD's NAME _____					
	Monday	Tuesday	Wednesday	Thursday	Friday
Vacation Care	/ /	/ /	/ /	/ /	/ /
Vacation Care	/ /	/ /	/ /	/ /	/ /
Vacation Care	/ /	/ /	/ /	/ /	/ /
Vacation Care	/ /	/ /	/ /	/ /	/ /

I understand that all OSHC cancellations or changes must be made in writing at least 24 hours in advance for normal rates to apply (Before 2:30pm for ASC and before 7am for BSC)

Casual Bookings for After School Care -bookings made less than 24 hours in advance will be charged \$37

Any cancellations for Vacation Care must be made in writing, 48 hours (before 7am, two days prior) to the scheduled registered day your child has been booked into, otherwise full fees will be charged. A \$50 late fee (plus \$1 per minute) per child will apply if your child is collected after 5:30pm.

Parent Name _____ Parent Signature _____ Date _____

Office Use Only:	Date Received:		Date Entered:	
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