



HOLY SPIRIT CATHOLIC PRIMARY SCHOOL

TO LIVE, TO LOVE, TO GROW IN CHRIST

VACATION CARE BOOKING FORM

We aim to provide a safe, fun and stimulating environment where children can enjoy their holidays.

PLEASE RETURN THIS FORM BY 3pm, Wednesday, Week 8, September 3, 2025

TO CONFIRM YOUR CHILD'S PLACE

Forms received after the submission date will incur an additional fee of \$50 per child.

Please note: the final programme will be confirmed once we have final attendance numbers. Please make sure you check the board during Vacation Care for any important notices or changes to the programme.

The Holy Spirit Vacation Care Programme

The programmed activities include a variety of excursions, special theme days, arts/crafts, cooking, sports and indoor/outdoor games. Please understand that booked outings and scheduled activities may be cancelled or substituted for reasons beyond our control.

Session Times

The programme will be open from 7:00am – 5:30pm, 22 Sep - 3 Oct, 2025. It is the responsibility of parents / care givers to ensure that their children are signed in and out daily.

Bookings

To enrol your child please complete and return the booking form. The programme is a registered care provider for the Child Care Cash rebate scheme. To ensure a place for your child and to assist with staffing please book your child in by 3pm, Wed. 3 September, 2025. Late submissions will need to be approved by the coordinator, particularly on days we are attending excursions.

Signing In and Out

Parents/Carers of children attending Vacation Care must sign students in and out to comply with Commonwealth funding agreements and Duty of Care' policies. Failure to comply with this requirement may jeopardise your child's place at the service and will incur a penalty of \$10 per child per occurrence.

Cost

Vacation Care is currently charged at a daily rate of **\$100.00** per day per child, and a full time rate of **\$360.00** per child per week. All accounts must be paid up-to-date prior to attending. A \$50 late fee (plus \$1 per minute) per child will apply if your child is collected after 5:30pm. **Forms received after the submission date will incur an additional fee of \$50 per child.**

Cancellations

Any cancellations for Vacation Care must be in writing at least 48 Hours (Before 7am, 2 days) prior to the scheduled registered day your child/children has been booked into and handed to the finance/admin office; otherwise full fees will be charged (as rosters and budgets are worked out according to bookings).

Lunch

The School will provide afternoon Tea most of the days except cooking day when we provide lunch. Parents will need to provide morning tea and lunch. **Please DO NOT** bring eggs and nuts to school.

Excursion Days

Children are required to wear their school uniform when attending excursions and will need to arrive 30 minutes prior to departure time. Children are not to bring money with them to Vacation Care, particularly on excursion days.

Movies

The movies the children may watch during Vacation Care will be rated G/PG. Please see the co-ordinator if you wish to see the title of the movie. Let the coordinator know if you do not want your child/ren to attend. Session times for the movies will be advised closer to the day.

Clothing

Please ensure all items of clothing are named. Please provide your child with a bucket hat, sunscreen and appropriate footwear. On WATER PLAY and swimming days children need to bring bathers, rash vest and a towel. Please note: Thongs are only allowed walking to and from the pool. ALL clothing MUST be clearly labelled with your child/ren's name. Any clothing left unclaimed at the end of the programme will be donated to charity.

We advise all parents that children are not allowed to bring valuables/toys to Vacation Care. Whilst all care is taken, we cannot be responsible for any loss or damage

- I/We have read the above and agree to the terms and conditions.
- I/We give consent for participation in all scheduled activities, including excursions, on the days which I/We have enrolled my child/children.
- I/We agree that Holy Spirit Vacation Care staff is free and clear of all responsibilities for any accidents and loss of property during participation in activities.
- I/We give permission in event of emergency to obtain such medical assistance as required and agree to meet any medical expenses attached; this includes travel by private vehicle/ambulance if required.
- I/We give permission for my child/children to walk supervised to and from excursions on the days my child is booked in Vacation Care.
- I/We give permission for my child/children to travel by bus to and from excursions on the days my child is booked in Vacation Care.
- I/We give permission for my child/children to be transported by private vehicle should the need arise.
- By signing this form I/We am confirming that I/We I have informed the OSHC of any additional needs that my child may have.
- I/we acknowledge and agree that I/we will be responsible and I/we will reimburse the School for all costs and expenses incurred by the school in recovering or seeking to recover all amounts payable to the School in relation to the student whether such amounts are payable under the Schedule of Fees or otherwise

Parent/Guardian: _____

Signed: _____

Date: _____

Parent/Guardian: _____

Signed: _____

Date: _____

VACATION CARE PROGRAMME AND BOOKING FORM

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Wk. 1	22-Sep-25	23-Sep-25	24-Sep-25	25-Sep-25	26-Sep-25
Name of Children: →					
Wk.2	29-Sep-25	30-Sep-25	01-Oct-25	02-Oct-25	03-Oct-25
Name of Children: →					

PROGRAMME

