

OUT OF SCHOOL HOURS CARE - BEN VENUE VACATION CARE



Operating Hours 7 am - 6 pm	Monday April 6	Tuesday April 7	Wednesday April 8	Thursday April 9	Friday April 10
Daily Fee (Before CCS)		\$70	\$70	\$70	\$70
Daily Theme		Movement Mayhem	Paper Masters & Outdoor Trials	Clay & Creative Arts	Bike & Scooter Adventure Day
On Days of Excursions Please arrive no later than 9am	Public Holiday We are closed today.				
Our Daily Program		Kick off Vacation Care with Movement Mayhem — a high-energy day of dance battles, survival tag, soccer, and obstacle relays! Children will build confidence, teamwork, and gross motor skills while having loads of fun, plus start creating our ANZAC Day mural.	Get creative with origami, paper towers, foil boats, and airplane challenges before testing them outdoors! With team games, scavenger hunts, and adding poppies to our ANZAC mural, it's a fun-filled day building confidence and teamwork.	Children will get creative with clay sculpting, canvas painting, and Aboriginal-inspired dot art, then enjoy relay races, Capture the Flag, and team sports to build confidence, teamwork, and gross motor skills.	Get ready for a high-energy day of bike and scooter fun! Children will design their own obstacle course, make flags and signs, and take on circuits, races, and team relays — all while building confidence, coordination, and teamwork, with creative art breaks along the way.

Ben Venue PCYC OOSH
83/103 Erskine Street Armidale
0482 163 158

Friendly Reminder - PCYC OOSH is a nut-free service; please do not send any nut products with your child.

Children bring your own packed lunch each day—just like school, but with extra treats! Eat breakfast before you come, and please no food that needs heating!

<p>Our operating Hours 7 am - 6 pm</p>	<p>Monday April 13</p>	<p>Tuesday April 14</p>	<p>Wednesday April 15</p>	<p>Thursday April 16</p>	<p>Friday April 17</p>
<p>Daily Fee (Before CCS)</p>	<p>\$70</p>	<p>\$70</p>	<p>\$70</p>	<p>\$70</p>	<p>\$70</p>
<p>Daily Theme</p>	<p>Jewellery & Active Play</p>	<p>Drama & Performance</p>	<p>Mega Sports Carnival</p>	<p>Inventors & Builders Workshop</p>	<p>Creative Movement & Arts</p>
<p>On Days of Excursions Please arrive no later than 9am</p>					
<p>Our Daily Program</p>	<p>Children will get creative designing bead jewellery, paper bead creations, and their own tribe emblems before heading outdoors for obstacle courses and cooperative team games. A fun-filled day that encourages creativity, confidence, teamwork, and active play!</p>	<p>Children will step into the spotlight with mini drama skits, puppet making, and guided rehearsals before taking the fun outdoors with cooperative theatre games and movement-based storytelling. We'll also add the finishing touches to our ANZAC mural and Aboriginal-inspired artworks. A creative, confidence-building day full of teamwork and imagination!</p>	<p>Get ready for a high-energy day of sport and celebration! Children will kick things off with warm-up games and create their own medals before heading outdoors for obstacle courses, tug of war, and team sport rotations. We'll finish with a fun medal ceremony, celebrating teamwork, confidence, and active participation.</p>	<p>Get ready to invent, build and create! Children will tackle engineering challenges, design magical props, and test their teamwork skills through exciting outdoor challenge games and creative art.</p>	<p>Children will explore rhythm and creativity through dance choreography, movement games, and hands-on art stations including paint, clay, and jewellery making. The fun continues outdoors with survival tag variations, team sport rotations, and cooperative challenges — a vibrant day of movement, creativity, and teamwork!</p>

Our operating Hours 7 am - 6 pm	Monday April 20	Tuesday April 21	Wednesday April 22	Thursday April 23	Friday April 24			
Daily Fee (Before CCS)	\$70	\$70	<div data-bbox="1429 389 1850 711" data-label="Image">  </div> <div data-bbox="1115 794 1411 826" data-label="Section-Header"> <p>What to Bring/Wear:</p> </div> <div data-bbox="1133 842 2123 1050" data-label="List-Group"> <ul style="list-style-type: none"> • Children must bring food and drinks for morning tea, afternoon tea, and lunch. • Treats should be limited to special occasions only. • Please ensure children wear protective footwear such as sneakers, boots, or sports shoes (no thongs, crocs, open toed shoes). • A sun hat and sunscreen are required every day. • Parents must ensure their child has appropriate clothing and sun protection. No singlets, shoulders showing etc). • A refillable water bottle is recommended. </div> <div data-bbox="1133 1098 1411 1129" data-label="Section-Header"> <p>What <u>NOT</u> to Bring:</p> </div> <div data-bbox="1151 1145 2083 1273" data-label="List-Group"> <ul style="list-style-type: none"> • Skateboards, rollerblades, and wheeled footwear are not permitted for safety reasons. Mobile phones, personal devices, smart watches, devices etc. • Children should not bring money or valuables to the service. • PCYC OOSH is a nut free service, please do not send any nut products with your child </div>					
Daily Theme	Messy Play & Art Exploration	Showcase & Celebration						
On Days of Excursions Please arrive no later than 9am								
Our Daily Program	<p>Children will dive into a sensory-filled day with slime, oobleck, bubble painting, and open creative arts including murals, Aboriginal art, and jewellery projects. Outdoors, they'll enjoy giant group painting and cooperative ball games, building creativity, confidence, and teamwork through hands-on fun!</p>	<p>It's a day to shine! Children will showcase their talents in a fun-filled talent show, explore the art exhibition featuring ANZAC and Aboriginal artworks, jewellery, and clay creations, and dance the day away. Outdoors, they'll enjoy final team games and celebrate their achievements in a special awards ceremony, highlighting confidence, teamwork, and creativity</p>						

Friendly Reminder - Sun Smart Alert! Don't forget your hat, sleeves, and sunscreen top-ups at Vacation Care — stay cool, stay protected!

BOOKING FORM - Ben Venue

Child 1 Name:

Child 3 Name:



Risk Assessments
Available on request

Child 2 Name:

Child 4 Name:

Date	Activity	Anticipated number of Children attending	Educator Ratio/ Educators Attending	Means of Transport	Duration of Excursion/Centre Experience	Pick up & Destination Location	Parent/Guardian Signature
7.4.26	Movement Mayhem Kickoff	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 7.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	
8.4.26	Paper Masters & Outdoor Trials	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 8.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	
9.4.26	Clay & Creative Arts	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 9.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	
10.4.26	April Bike & Scooter Adventure Day	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 10.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be riding bikes and scooters and will need enclosed shoes and helmet.	
13.4.26	Jewellery & Active Play	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 13.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	

BOOKING FORM - Ben Venue

Child 1 Name:

Child 3 Name:



Risk Assessments
Available on request

Child 2 Name:

Child 4 Name:

Date	Activity	Anticipated number of Children attending	Educator Ratio/ Educators Attending	Means of Transport	Duration of Excursion/Centre Experience	Pick up & Destination Location	Parent/Guardian Signature
14.4.26	Drama & Performance	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 14.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	
15.4.26	Mega Sports Carnival	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 15.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	
16.4.26	Inventors & Builders Workshop	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 16.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports, building and craft,	
17.4.26	Creative Movement & Arts	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 17.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. I understand children will be involved in games, sports and craft.	
20.4.26	Messy Play & Art Exploration	30	1:15 Educators - 2	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 20.4.26 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. Children will participate in soap making. I understand children will be involved in games, sports and craft.	

BOOKING FORM - Ben Venue

Child 1 Name:

Child 3 Name:



Risk Assessments
Available on request

Child 2 Name:

Child 4 Name:

Date	Activity	Anticipated number of Children attending	Educator Ratio/ Educators Attending	Means of Transport	Duration of Excursion/Centre Experience	Pick up & Destination Location	Parent/Guardian Signature
21.4.26	Showcase & Celebration	30	1:15	N/A	Main Activities between 10 am - 3pm	I authorise my child to attend on 20.426 onsite PCYC OOSH Armidale 83/103 Erskine Street Armidale NSW 2350 under the supervision and responsibility of PCYC Ben Venue OOSH. Children will participate in soap making. I understand children will be involved in games, sports and craft.	

PLEASE DO NOT FORGET TO COMPLETE OUR VACATION CARE SURVEY BY APRIL 24

ENROLMENT TERMS & CONDITIONS

GENERAL

- I confirm that the details provided in the enrolment form are correct and up to date, including child/ren's details, parent contacts, and emergency contact details (authorised pick-up persons must be listed).
- I understand the start and end times of the sessions of care 7:00 am – 6:00 pm.
- I agree to arrive 30 minutes prior to departure times for excursions. I understand that failure to do so will result in my child/ren being unable to attend the excursion. Children cannot be dropped off at the excursion location by a parent/guardian.
- I agree that child/ren must be signed in and out only by parents, guardians, or other authorised persons (18+ years) listed on the enrolment form. This person must enter the premises to drop off or collect the child. If I fail to sign in my child/ren, they will be unable to attend excursions.
- I understand that on excursion days, children will travel by bus or on foot under staff supervision, and that a comprehensive risk assessment is available upon request. All transport will include fitted seat belts, and booster seats will be provided for children under 7 years old. For buses with more than 12 seats, if parents wish for their children to use booster seats, they will need to supply them. For the PCYC 12-seater bus, PCYC will provide booster seats.
- I understand that PCYC OOSH rules must be followed and respected. Failure to do so may result in exclusion from activities or programs following consultation between centre management and families.
- I acknowledge that G and PG-rated movies may be shown at the centre when appropriate and when attending excursions to movies.
- I will respond to any contact from PCYC OOSH while my child/ren are in care.
- I understand the educator-to-child ratio for excursions will follow regulation guidelines.

- I understand that my child/ren may be exposed to potential risks associated with certain activities and that I have access to the relevant risk assessments detailing how PCYC OOSH will manage those risks.
- I understand that a booking confirmation will be provided as a statement from the service; submitting this form alone does not guarantee a booking.

FOOD

- I will provide a packed water bottle, morning tea, lunch, and additional snacks each day.
- I understand that PCYC OOSH is a nut-free service, and I will not send any nut products with my child.

VALUABLES

- I agree that children are strongly discouraged from bringing any valuables or electronics (e.g. mobile phones, gaming devices, jewellery, etc.) to the centre.
- PCYC OOSH is not responsible for lost or damaged personal items. All items brought must be clearly labelled.

MEDICAL POLICY

- I confirm that I have informed the centre of any allergies or medical conditions affecting my child/ren.
- I understand that a medication authority form must be completed for any medication required to be administered during care.
- In the event of illness or accident, I authorise PCYC OOSH staff to seek necessary medical or hospital assistance. I agree to cover any costs incurred.

UNFORESEEN CIRCUMSTANCES

- I understand that changes to the program may occur due to unforeseen circumstances.
- In the event of a last-minute change, PCYC OOSH will substitute the activity with a similar option and notify families as soon as possible.

FEES

- I understand that full fees are charged once the booking form is processed.
- I agree to pay for all booked days as selected on this form. No cancellations, changes, or credits for future programs will be accepted.
- Vacation Care bookings will only occur if your account is up to date. PCYC have the right to suspend bookings if the account is not up to date.
- I understand that all fees must be paid in advance via Debit Success. All excursions, incursions, and staffing are planned according to bookings.
- I acknowledge that confirmed booking fees are non-refundable. This includes fees covered in part by Child Care Subsidy (CCS). Any discussions regarding CCS refunds must be directed to Centrelink.
- If my child is absent on a booked day, I understand that no refund will be issued, even if notice is provided.

PLEASE TICK & CONFIRM PERMISSIONS

I have read and agree to the Enrolment Terms & Conditions above.

I give permission for my child/ren to participate in activities as part of Out of School Hours Care (OOSH) provided by PCYC,

I agree to comply with all PCYC policies.

I consent to photos and video footage of my child/ren being used by PCYC OOSH for promotional purposes including websites, social media, advertising, and internal resources.

PARENT/GUARDIAN FULL NAME

MOBILE:

DATE:

SIGNATURE