



# OUT OF SCHOOL HOURS CARE VACATION CARE PROGRAM

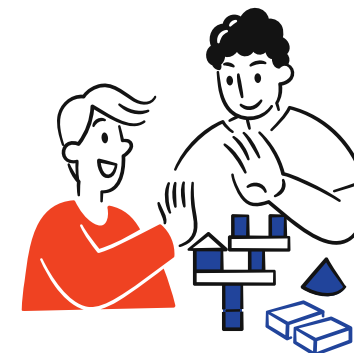


Address: 77- 85 Currajong Street, Parkes. Entrance via Hill Street.  
Email: [parkesoosh@pcycnsw.org.au](mailto:parkesoosh@pcycnsw.org.au) | Phone: 0491 693 444  
Operating hours: 08.00am - 18.00pm  
[pcycoosh.org.au](http://pcycoosh.org.au)

| Week 1                                                       | Monday<br>September 28                                                                                                                                                          | Tuesday<br>September 29                                                                                                                                               | Wednesday<br>September 30                                                                                                                                                                  | Thursday<br>October 1                                                                                                                                 | Friday<br>October 2                                                                                                                                                                                  |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>On days of excursion please arrive NO LATER THAN 9AM.</b> |                                                                                                |                                                                                     |                                                                                                         |                                                                    |                                                                                                                   |
|                                                              | <b>Beading Tapestries<br/>\$66</b><br><br>Let's get creative and create our own beaded tapestries. The design possibilities are endless and will make a great artwork addition! | <b>Superheroes + Villains<br/>\$64</b><br><br>It's dress up day with a superheroes and villains theme! We will also be playing some team games with prizes to be won. | <b>NLS – Mix &amp; Match Sports<br/>\$82</b><br><br>No Limits Sports is back for another fun and action packed in centre sports experience. Today they will be running Mix & Match Sports. | <b>Sand Art<br/>\$64</b><br><br>Back by popular demand is sand art, with a fun addition of glitter sand for some extra sparkle! What will you design? | <b>Cooking Day<br/>\$70</b><br><br>Put on your aprons – its cooking day! We will be making our own trail mix and slice, with a pick and mix theme. For lunch we will be making English muffin pizzas |

## WHAT TO BRING/WEAR:

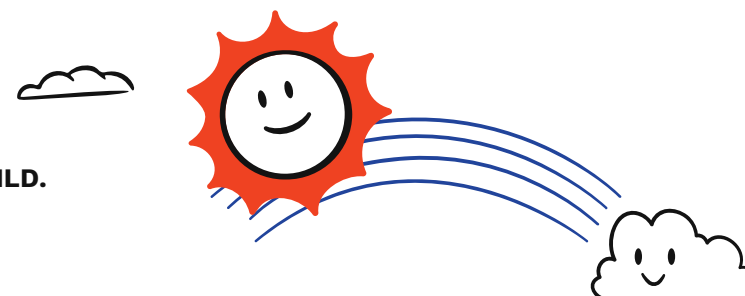
- **CHILDREN MUST BRING FOOD AND DRINKS FOR MORNING TEA, AFTERNOON TEA AND LUNCH.** Please do not bring food that needs heating.
- Treats should be limited to special occasions only.
- Please ensure children wear protective footwear such as sneakers, boots or sports shoes (no thongs, crocs, open toed shoes).
- A sun hat and sunscreen are required everyday.
- Parents must ensure their child has appropriate clothing and sun protection (no singlets, shoulders, showing, etc).
- A refillable water bottle is recommended.



| Week 2                                                                                                                                         | Monday<br>October 5                                                               | Tuesday<br>October 6                                                                                                                                                                                                                                   | Wednesday<br>October 7                                                                                                                                                                                  | Thursday<br>October 8                                                                                                                                                                  | Friday<br>October 9                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| On days of excursion please arrive <b>NO LATER THAN 9AM.</b>                                                                                   |  |                                                                                                                                                                      |                                                                                                                      |                                                                                                     |                                                                                               |
| Kindly check your school schedule before booking.<br><br>Please note that there may be changes to the program depending on various conditions. | <b>Public Holiday</b><br><br>We are closed.                                       | <b>Iron Beads &amp; Craft Day</b><br><b>\$64</b><br><br>Always a fan favourite is iron beads! Animals, food and Minecraft are just some of the amazing designs we can make. Children also have the option of turning their iron beads into a keychain. | <b>Disco Day</b><br><b>\$68</b><br><br>Get your dancing shoes ready for an Under the Sea Disco! Dance, groove and have fun with an ocean-themed celebration full of music, colour and underwater magic! | <b>BYO Wheels</b><br><b>\$64</b><br><br>Woohoo BYO wheels day is back! Get ready for a wheely good time and create your own helmets to wear for free ride sessions and then take home. | <b>No Limits Sports</b><br><b>\$82</b><br><br>No Limits Sports is back for another fun and actioned packed in centre sports experience. Today they will be running Martial Arts. |

## WHAT NOT TO BRING:

- 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.**



| Week 3                                                                                                                                                | Monday<br>October 12                                                                                                                                                                                                                           | Tuesday<br>October 13                                                              | Wednesday<br>October 14                                                             | Thursday<br>October 15                                                              | Friday<br>October 16                                                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <p>On days of excursion please arrive <b>NO LATER THAN 9AM.</b></p>                                                                                   |                                                                                                                                                               |  |  |  |  |
| <p>Kindly check your school schedule before booking.</p> <p>Please note that there may be changes to the program depending on various conditions.</p> | <p><b>No Limits Sports \$82</b></p> <p>No Limits Sports is back for another fun and actioned packed in centre sports experience. Today they will be running Dance.</p> <p>After School Care for Holy Family and Christian School children.</p> | <p><b>Back to School</b></p>                                                       | <p><b>Back to School</b></p>                                                        | <p><b>Back to School</b></p>                                                        | <p><b>Back to School</b></p>                                                        |

# IMPORTANT AUTHORISATIONS \*

\*Risk Assessments Available on Request

## 28 September - October 12

Child 1:

DOB:

Child 2:

DOB:

Child 3:

DOB:

Child 4:

DOB:

| Date                 | Activity                 | Anticipated Number of Children Attending | Educator Ratio or Educators Attending | Means of Transport | Duration of Excursion or Centre Experience | Pick Up and Destination Location                                                                                                                                                                                                                                                                                                               | Parent or Guardian Signature |
|----------------------|--------------------------|------------------------------------------|---------------------------------------|--------------------|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Monday<br>28.9.26    | Beading Tapestries       | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend the on 28.9.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in activities at the service.                                         |                              |
| Tuesday<br>29.9.26   | Superheroes + Villains   | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend the on 29.9.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in activities at the service.                                         |                              |
| Wednesday<br>30.9.26 | NLS – Mix & Match Sports | 45                                       | 1:15<br>3 Educators                   | N/A                | In Experience<br>10am - 12pm               | I authorise my child to attend the on 30.9.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in experience of No Limit Sports and other activities at the service. |                              |
| Thursday<br>1.10.26  | Sand Art                 | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend the on 01.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in activities at the service.                                        |                              |
| Friday<br>2.10.26    | Cooking Day              | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend the on 02.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in activities at the service.                                        |                              |



# IMPORTANT AUTHORISATIONS \*

\*Risk Assessments Available on Request

## 28 September - October 12

Child 1:

DOB:

Child 2:

DOB:

Child 3:

DOB:

Child 4:

DOB:

| Date                 | Activity                        | Anticipated Number of Children Attending | Educator Ratio or Educators Attending | Means of Transport | Duration of Excursion or Centre Experience | Pick Up and Destination Location                                                                                                                                                                                                                                                                                                                           | Parent or Guardian Signature |
|----------------------|---------------------------------|------------------------------------------|---------------------------------------|--------------------|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Monday<br>5.10.26    | PUBLIC HOLIDAY - We are closed. |                                          |                                       |                    |                                            |                                                                                                                                                                                                                                                                                                                                                            |                              |
| Tuesday<br>6.10.26   | Iron Beads                      | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend the on 06.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in activities at the service.                                                    |                              |
| Wednesday<br>7.10.26 | Disco                           | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend on 7.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand my child will participate in a disco, games and other activities.                                               |                              |
| Thursday<br>8.10.26  | BYO Wheels                      | 45                                       | 1:15<br>3 Educators                   | N/A                | Main Activities:<br>10am- 3pm              | I authorise my child to attend the on 08.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in bike and Scooter play and will need to wear their helmets and enclosed shoes. |                              |
| Friday<br>9.10.26    | NLS – Martial Arts              | 45                                       | 1:15<br>3 Educators                   | N/A                | In Experience<br>10am - 12pm               | I authorise my child to attend the on 09.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street ramp gate under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in experience of Martial Arts and other activities at the service.               |                              |

\*Risk Assessments Available on Request

|          |      |
|----------|------|
| Child 1: | DOB: |
| Child 2: | DOB: |
| Child 3: | DOB: |
| Child 4: | DOB: |

| Date                | Activity                 | Anticipated Number of Children Attending | Educator Ratio or Educators Attending                     | Means of Transport | Duration of Excursion or Centre Experience | Pick Up and Destination Location                                                                                                                                                                                                                                                                                                              | Parent or Guardian Signature |
|---------------------|--------------------------|------------------------------------------|-----------------------------------------------------------|--------------------|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Monday<br>12.10.26  | No Limits Sports - Dance | 30<br>+9 children<br>ASC from 3pm        | 1:15<br>2 Educators<br>+1 educator<br>from 3pm for<br>ASC | N/A                | Inexperience<br>10:00am -<br>12.00pm       | I authorise my child to attend the on 12.10.26 Onsite - Parkes Public OOSH - 77- 85 Currajong Street Parkes NSW 2870 (Parkes Public School via Hill Street under the supervision and responsibility of PCYC Parkes OOSH. I understand children will participate in No Limit Sports in experience, along with other activities at the service. |                              |
| Tuesday<br>13.10.26 | BACK TO SCHOOL           |                                          |                                                           |                    |                                            |                                                                                                                                                                                                                                                                                                                                               |                              |

# ENROLMENT TERMS & CONDITIONS

## GENERAL

1. 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).
2. I understand the start and end times of the sessions of care are 8:00am - 18:00pm
3. 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.
4. 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.
5. I understand that on excursion days, children will travel by bus or on foot under staff supervision, and 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 child/ren to use booster seats, they will need to supply them. For the PCYC 12-seater bus, PCYC will provide booster seats.
6. 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.
7. I acknowledge that G and PG-rated movies may be shown at the centre when appropriate and when attending excursions to movies
8. I will respond to any contact from PCYC OOSH while my child/ren are in care.
9. I understand the educator-to-child ratio for excursions will follow regulation guidelines.
10. 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.
11. I understand that a booking confirmation will be provided as a statement from the service; submitting this form alone does not guarantee a booking.

## 12. FOOD

- I will provide a packed water bottle, morning tea, lunch, afternoon tea and additional snacks each day.
13. I understand that PCYC OOSH is a nut-free service, and I will not send any nut products with my child.
  14. Guardians are responsible for providing safe, adequate, food and appropriate storage to keep it cool throughout the day. Please pack enough food for the full program - treat VC like a normal, school day and include extra food. PCYC cannot heat or refrigerate food, but we will ensure lunchboxes are not stored in warm areas. Families are encouraged to add an extra ice brick to keep food cool.

## VALUABLES

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

## MEDICAL POLICY

17. I confirm that I have informed the centre of any allergies or medical conditions affecting my child/ren.
18. I understand that a medication authority form must be completed for any medication required to be administered during care.
19. 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

20. I understand that changes to the program may occur due to unforeseen circumstances.
21. 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

22. I understand that full fees are charged once the booking form is processed.
23. I agree to pay for all booked days as selected on this form. No cancellations, changes, or credits for future programs will be accepted.

23. 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.

24. I understand that all fees must be paid in advance via Debit Success. All excursions, incursions, and staffing are planned according to bookings.

25. 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.

26. If my child is absent on a booked day, I understand that no refund will be issued, even if notice is provided.

## PLEASE TICK AND 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's Full Name:

Mobile:

Date:

Signature: