PCYC

OUT OF SCHOOL HOURS CARE
VACATION CARE PROGRAM

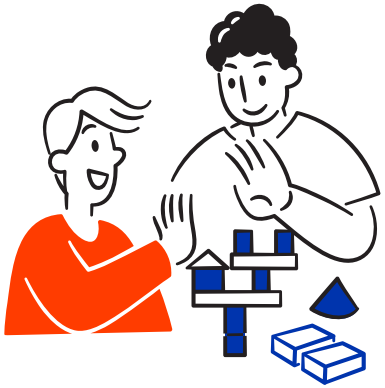


Address: 69 Goorama Avenue, San Remo
Email: northlakesoosh@pcycnsw.org.au | Phone: 0434 819 758
Operating hours: 06.30am - 18.00pm
pcycoosh.org.au

Week 1	Monday December 14	Tuesday December 15	Wednesday December 16	Thursday December 17	Friday December 18
On days of excursion please arrive NO LATER THAN 830AM.					
Kindly check your school schedule before booking. Please note that there may be changes to the program depending on various conditions.	**Last week of School** We are not open today!	**Last week of School** We are not open today!	**Last week of School** We are not open today!	**Last day of School** We are not open today!	**Christmas Pj Day** **$70** Wear your favourite Christmas PJs and join us for a day full of festive fun! Get ready for Christmas activities, laughter and holiday cheer!

WHAT TO BRING/WEAR:

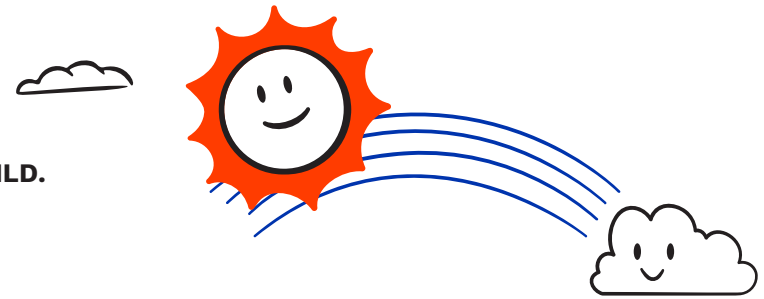
- **CHILDREN MUST BRING FOOD AND DRINKS FOR MORNING TEA, AFTERNOON TEA AND LUNCH.** Please do not bring food that needs heating.
- Treats should be limited to special occasions only.
- Please ensure children wear protective footwear such as sneakers, boots or sports shoes (no thongs, crocs, open toed 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 January 11	Tuesday January 12	Wednesday January 13	Thursday January 14	Friday January 15
On days of excursion please arrive NO LATER THAN 830AM.					
Kindly check your school schedule before booking. Please note that there may be changes to the program depending on various conditions.	**New Years Glow Party** **$70** Get ready to glow into the New Year with our New Year's Glow Party! Join us for glowing fun, bright colours and exciting activities as we celebrate the year ahead!	**Excursion -Lake Haven Cinema's** **$90** Get comfy and join us for a fun-filled Movie Day! Enjoy our favourite movies, yummy snacks and a relaxing day full of entertainment and laughs	**Teddy Bear Picnic** **$70** Pack your favourite teddy and join us for a lovely Teddy Bears' Picnic at the park! Enjoy outdoor fun, games and a picnic with friends and our cuddly companions!	**Popstars & Rockstars** **$70** Get ready to shine like a superstar for our Popstars and Rockstars Day! Dress up as your favourite star and enjoy a day full of music, dancing and rockstar fun!	**Inservice - Nerf Day** **$90** Get ready for an action-packed Nerf Day full of exciting challenges, teamwork and friendly competition! Bring your best aim and get ready for a day of fun!

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 January 18	Tuesday January 19	Wednesday January 20	Thursday January 21	Friday January 22
On days of excursion please arrive NO LATER THAN 830AM.					
Kindly check your school schedule before booking. Please note that there may be changes to the program depending on various conditions.	**Colour Run Fair Day** **$70** Get ready for a colourful day of fun at our Colour Run Fair Day! Join us for exciting activities, bright colours and plenty of laughter as we run, play and celebrate together!	**Cooking** **$70** Get ready to mix, bake and create some delicious treats on our Cooking Day! Join us for a fun filled day of tasty creations, creativity and kitchen adventures!	**Wacky Craft Day** **$70** Get creative at our Iron Beads and Craft Day! Design your own colourful creations and let your imagination run wild with a day full of arts, crafts and fun!	**Market Day** **$70** Get ready for our fun-filled Market Day, full of exciting stalls, creative activities and shopping fun! Come along and enjoy a day of exploring, discovering and making memories with friends!	**Bikes & Scooter Day** **$70** Bring your bikes and scooters for a fun-filled day of riding, games and outdoor adventures! Don't forget your helmet as we cruise, play and enjoy an action-packed day!



Week 4	Monday January 25	Tuesday January 26	Wednesday January 27	Thursday January 28	Friday January 29
On days of excursion please arrive NO LATER THAN 830AM.					
Kindly check your school schedule before booking. Please note that there may be changes to the program depending on various conditions.	**Sport Day** **$70** Get ready for an action-packed Sports Day filled with fun games, exciting challenges and friendly competition! Team up with friends, show off your skills and get moving!	**Public Holiday** We are closed.	**Excursion - Mini Golf** **$90** Get ready for a hole-in-one adventure as we head out for a fun-filled mini golf excursion! Children will put their skills to the test while enjoying friendly competition, teamwork & plenty of laughs along the way!	**Talent Show** **$70** Get ready to take the stage for our exciting Talent Show! Show off your amazing skills, share your talents and cheer on your friends as we celebrate everyone's creativity and confidence!	**Inservice - Crazy Gel Candles** **$90** Get ready to unleash your creativity as we make our very own crazy gel candles! Children will explore colourful designs and create their own unique candle masterpiece to take home



Week 5	Monday February 1	Tuesday February 2	Wednesday February 3	Thursday February 4	Friday February 5
On days of excursion please arrive NO LATER THAN 830AM.					
Kindly check your school schedule before booking. Please note that there may be changes to the program depending on various conditions.	**Chill Out Day** **$70** Take a break and unwind with our Relax, Reset and Movie Day! Enjoy calming activities, cosy movie time and a chance to recharge with friends!	**Let's Get Ready for School!** **$70** Get ready to kick off the school year with our Back to School Day! Enjoy fun activities, creative challenges and exciting games as we get ready for another amazing year together!	**BACK TO SCHOOL**	**BACK TO SCHOOL**	**BACK TO SCHOOL**

IMPORTANT AUTHORISATIONS *

*Risk Assessments Available on Request

Dec 18 2026 - Feb 2 2027

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
Friday 18.12.26	Christmas PJ Day	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 18.12.2026 at PCYC Northlakes, Goorama Ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate disco, party games and activities	
	PCYC NSW OOSH SHUT DOWN PERIOD - WE RETURN JANUARY 11 2027						

IMPORTANT AUTHORISATIONS *

*Risk Assessments Available on Request

Dec 18 2026 - Feb 2 2027

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 11.01.27	New Years Glow Party	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 11.01.2027 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. Children will participate in glow party, games and activities.	
Tuesday 12.01.27	Lake Haven Cinema	32	1:8 4 Educators 1:15 at service 3 Educators	CDC Coaches	Pick up: 9:00am Drop off at venue: 9:15am Picked up: 12pm & Drop off at service 12:15pm	I authorise my child to attend the excursion on 12.01.2027 to Lake Haven Cinema's and Lake Haven Oval, 70 Chelmsford Drive Lake Haven, NSW. I understand that my child will travel to the venue under the supervision and responsibility of PCYC Northlakes OOSH and return to PCYC Northlakes OOSH, Goorama ave San Remo NSW, I acknowledge that my child will have morning tea at the park, watch a movie, with popcorn & drink with returning back to the service for other games and activities.	
Wednesday 13.01.27	Teddy Bear Picnic	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 13.01.27 at PCYC Northlakes, Goorama Ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. Children will participate in Teddy Picnic, games and activities.	
Thursday 14.01.27	Popstars & Rockstars	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 14.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. Children will participate in talent show, games and activities.	
Friday 15.1.27	Inservice Nerf Guns	30	1:15 2 Educators	N/A	Nerf Guns 1.30-3.30pm	I authorise my child to attend on 15.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I underChildren will participate in talent show, games and activities.	

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Dec 18 2026 - Feb 2 2027

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 18.01.27	Colour Run Fair Day	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 15.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in Colour Run and Fair Day activities and games.	
Tuesday 19.01.27	Cooking	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 19.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in talent show, games and activities.	
Wednesday 20.01.27	Wacky Craft Day	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 20.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in talent show, games and activities.	
Thursday 21.01.27	Market Day	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 21.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in talent show, games and activities.	
Friday 22.01.27	Bike and Scooter	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 15.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand that my child will be participating in bike and scooter riding activities and must bring appropriate safety gear, wear enclosed shoes, and ensure their bike or scooter is in safe working condition.	

IMPORTANT AUTHORISATIONS *

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Dec 18 2026 - Feb 2 2027

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 25.01.27	Sports Day	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 25.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in sport challenges, games and activities.	
Tuesday 26.01.27	**PUBLIC HOLIDAY - WE ARE CLOSED TODAY**						
Wednesday 27.01.27	Excursion Mini Golf - Hole in Fun	32	1:8 4 Educators 1:15 at service 3 Educators	CDC Coaches	Pick up: 9:15am Drop off at venue: 9:45am Picked up: 11.45am & Drop off at service 12.30pm	I authorise my child to attend the excursion on 27.01.2027 to Hole in Fun, 37 Sunny Bank Rd, Lisarow NSW.. I understand that my child will travel to the venue under the supervision and responsibility of PCYC Northlakes OOSH and return to PCYC Northlakes OOSH, Goorama ave San Remo NSW, I acknowledge that my child will participate in a mini golf and returning back to the service for other games and activities.	
Thursday 28.01.27	Talent Show	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 28.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in Talent Show, games and craft activities,	
Friday 29.01.27	Inservice Gel Candles	30	1:15 2 Educators	N/A	Gel Candles 9.30am	I authorise my child to attend on 29.01.27 at PCYC Northlakes, Goorama ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will be involved in making candles, games and other craft activities.	

IMPORTANT AUTHORISATIONS *

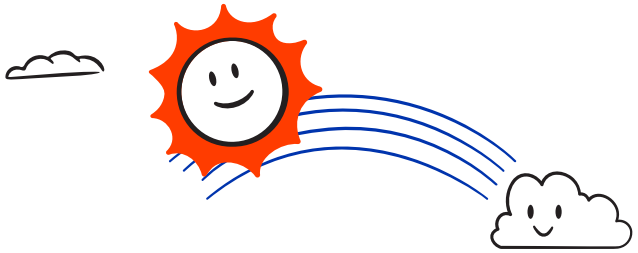
*Risk Assessments Available on Request

Dec 18 2026 - Feb 2 2027

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 01.02.27	Chill Out Day	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 01.02.2027 at PCYC Northlakes, Goorama Ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand children will participate in a variety craft and games, along with a movie.	
Tuesday 02.02.27	Let's get ready for School	30	1:15 2 Educators	N/A	Main Activities: 10am- 3pm	I authorise my child to attend on 02.02.2027 at PCYC Northlakes, Goorama Ave San Remo NSW, under the responsibility of PCYC Northlakes OOSH. I understand Children will participate in a variety of art, craft and games.	
	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 6:30am - 18:00
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.

FOOD

12. 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: