



## Welcome to Clarence Children's Services Holiday Programs

### Booking for Holiday Care

Bookings for the January school holidays are to be emailed to [oshc@ccc.tas.gov.au](mailto:oshc@ccc.tas.gov.au). Incomplete bookings will not be confirmed; Parent/Guardians who have children with medical conditions will need to submit their medical forms with their booking. Booking requests need to be made for each child that you are enrolling in the program

For those who are new to the service you will need to complete an enrolment form and provide immunisation records.

### Fees / Cancellations/ Absences

The fee for a full day at holiday care is \$76.40, this includes any excursions and inhouse activities. When claiming Child Care Subsidy, this must be arranged prior to the start of Holiday Care with Centerlink, all CRN and parent information must be completed in the enrolment process.

**Payment options available** - BPAY (details on account), Direct Debit from Credit Card/Visa card  
Clarence Council Offices in person by Cash or Card.

**Changes to confirmed bookings** – If your child is not attending Holiday Care you must advise Clarence Children's Services or the Holiday Care Program directly. All notified absences at Holiday Care will be charged an absent fee \$38.70. Absences that are not notified will be charged a non-cancellation fee \$48.90, late collection fee \$35 (every 15min after 6pm per child per day), Late payment fee on overdue accounts \$32.60.

**Cancellations - Clarence Children's Services: 62 179610**

### Services

Lindisfarne Holiday Care 17 Loatta Rd Lindisfarne Kinder – Grade 6 <a href="mailto:oshc@ccc.tas.gov.au">oshc@ccc.tas.gov.au</a> 62179610 0400 677 590	Montagu Holiday Care 10 Conara Rd Montagu Bay Kinder – Grade 6 <a href="mailto:oshc@ccc.tas.gov.au">oshc@ccc.tas.gov.au</a> 62179610 0438 325 885
---	---

### General Information

We have two Holiday Care Programs available in the Clarence area. Please select the program that your suits your child, when completing your booking make sure you select the correct program.

Parents are required to sign their children in and out of the program using the iPads at the Program. Parents are provided with an electronic pin via email on enrolment, this is automatically generated from **Redbourne**, our software provider.

## Food

Please ensure your child has morning tea and a nutritious lunch and snack for the day. The program indicates days that include planned food experiences. Whole fruits are available to children throughout the day.

All children need to pack a drink bottle that can be refilled with water at the Program; children that forget their drink bottle have water available to them throughout the day.

## Medical Conditions and Higher Support Requirements

Children with Medical Conditions or Higher Support Requirements must have a completed Medical management and communication form.

Children requiring medication for Asthma, Anaphylaxis, Allergies or other conditions need to complete a 'Medical Action Plan and Authority to administer medication form' prior to the beginning of Holiday Care. A 'Medication Log' will need to be completed when signing medication in and out of the program (eg. Epi Pen, Puffer) Only medication with the original pharmacist's dispensing label outlining the child's name, dosage, name of medication and expiry date will be accepted and administered.

*NOTE: Care will not be confirmed until we have received all medical forms.*

## Excursions

On excursion days we would like children to arrive at the service by 8.30am to allow us time to prepare all children for the excursion. Parents/guardians booking their children in on excursion days need to complete the 'Holiday Care Non-Routine Excursion Consent Form'. *Note: By booking your child in on an excursion day parent/guardian permission is required. To maintain ratios, we are unable to permit children to remain at the service on excursion days.*

All excursions will meet the national requirement of 1:15 ratio or better. Excursion departure and arrival times, route and destination are provided on the program and on consent form. On excursions requiring transport, the bus we will be travelling on Barry's Bus Service, an accredited bus company. All excursions are risk assessed and these available at the program on request.

## Clothing and Weather Protection











Please ensure that your child is dressed in suitable clothing and footwear that is appropriate for the weather conditions. Children will need to bring broad brimmed hats and sun protective clothing from beginning of September to the end of April. Sunscreen is available at the service. A spare set of clothes may be required for messy or water-based activities.

## Changes to the program

Clarence Children's Services reserve the right to cancel or change excursions and inhouse visitors at any time. Unforeseen circumstances sometimes arise such as poor weather conditions, venue cancellations and safety concerns, we will notify parents/guardians the morning of the change.










## January 2021 Holiday Care Program

4<sup>th</sup> January -29<sup>th</sup> January

Monday 4th	Tuesday 5th	Wednesday 6th	Thursday 7th	Friday 8th
<b>Clay Creations</b>  Let's get creative using modelling clay to make sculptures and cartoon characters  Let's get messy! Use air dry clay to make and paint your own pot. Wear old clothes!	<b>Simmons Park Scooter Day</b>  Bring your helmet and scooter and we will zig zag and zoom around the tracks remembering to give way!  Get yourself organised for 2021 and make your own calendar.	<b>Make a Teddy Bear</b>  Today we will sew our own teddy bears! Children will be supported to learn how to sew and create their own individual bear. What will you call your bear?	<b>Botanical Gardens Picnic</b>  Bring your packed lunch and we will take a tour of the Tasmanian Botanical Gardens.  Visit the Subantarctic plant house, Japanese gardens, the patch and the cactus house!	<b>Water Fun Day and Art Class</b>  Bring a spare set of clothes and join us in our water fun day with water balloons and water shooters. Come along and create your own canvas painting. Work with our creative educators to learn new painting techniques. Take home your own work of art!
Inhouse Activities	Excursion Depart: 10am Return: 12.30pm	Inhouse Activities	Excursion Depart: 9.30am Return: 1pm	Inhouse Activities
Monday 11th	Tuesday 12th	Wednesday 13th	Thursday 14 <sup>th</sup>	Friday 15th
<b>Colour Run Day!</b>  Come and get messy! Wear old clothing to take part in our obstacle course and team fun day.	<b>Steve the Robot Man</b>  Come along and join Steve in creating and coding "Lego mind storms".  Use light sensors to code your robot to stay in a circular board without falling off.	<b>Scratch Art and Jewellery Making</b>  Create wonderful patterns and designs on your own scratch art magnet or windmill and test it out in the wind!  Make you or your family a beaded bracelet or earrings.	<b>Reptile Rescue</b>  Come and face your fear of snakes and learn about Tasmanian reptiles and their habitats. What are the three most venomous snakes in Tasmania? Would you hold a snake?	<b>Movies</b>  Let's go to the movies and watch The Croods (PG)  Children will be catching the bus to the Rosny Village Cinema.  We will return to the service for lunch.
Inhouse Activities	Inhouse activities 10.30am-12.30pm	Inhouse Activities	Inhouse Visitor 10am-11.30am	Excursion Depart: 9.30am Return: 1pm

## January 2021 Holiday Care Program

4<sup>th</sup> January -29<sup>th</sup> January

Monday 18th	Tuesday 19th	Wednesday 20th	Thursday 21st	Friday 22nd
<p><b>Mexican Fiesta</b></p>  <p>Make your own maracas, decorate with your own Mexican design.</p> <p>Join us for Tortillas and Nachos for lunch.</p> <p>Let's have fun with hitting the pinata.</p>	<p><b>Social Circus Tasmania</b></p>  <p>Come and try to learn the tricks of the circus.</p> <p>Juggling...</p> <p>Circus steps...</p> <p>Diabolo sticks...</p> <p>and more...</p>	<p><b>Hama Beads Day!</b></p>  <p>Create brilliant patterns and designs with Hama beads!</p> <p>Choose your own design, work with a range of colours and make a keyring.</p>	<p><b>Red Double Decker Bus Park Hop</b></p>  <p>Join your holiday care friends on the double decker bus and visit:</p> <p>-Long Beach Reserve -Cornelian Bay Playground -Simmons Park</p>	<p><b>Silent Disco</b></p>  <p>Join the Combi Crew at the silent disco!!</p> <p>Bring your best dance moves and have fun with your friends! Play your air guitar and choose your own tracks.</p>
Inhouse Activities	Inhouse Visitor 10am-12pm	Inhouse Activities	Excursion Depart: 9.00am Return: 1pm	Inhouse Visitor 10am-12pm
Monday 25 <sup>th</sup>	Tuesday 26 <sup>th</sup>	Wednesday 27 <sup>th</sup>	Thursday 28 <sup>th</sup>	Friday 29 <sup>th</sup>
<p><b>Party in the Park</b></p>  <p>Come and join us and celebrate Australia Day with a party in the park.</p> <p>Have fun playing games such as cricket, sack races, and parachute games.</p>	<p><b>Public Holiday Australia Day</b></p>	<p><b>Sports Day</b></p>  <p>Today we will be taking part in a range of team sports.</p> <p>Would you like to play cricket, try your hand at basketball and soccer?</p> <p>Today is the day for you!</p>	<p><b>SupaWorld</b></p>  <p>Come and get active at SupaWorld Hobart!</p> <p>Wear comfy clothing to take part in jumping on trampolines, rock climbing and more!</p> <p><b>Please bring your socks!</b></p>	<p><b>Pizza and Crazy Hair Day!</b></p>  <p>Today we will be having pizza for lunch!</p> <p>Make your own stress balls and get crazy hair if you dare!</p>
Excursion Depart: 9.00am Return: 1pm			Inhouse Activities	Excursion Depart: 10:15am Return: 12:45pm

## Holiday Care Program Excursion Consent Form

I give permission for my child/ren \_\_\_\_\_

(Child/ren Names)

to participate in the excursions detailed in the table below and consent to the method of transport listed. I understand that a risk assessment has been conducted by Educators and is available at the service.

Date	Times	Excursion/Destination	Method of transport	Consent
5/1/2021	Depart: 9.30am  Return: 12pm	<b>Simmons Park Scooter Day</b> Route – to Simmons Park Lindisfarne, the bus will travel along Topham Street onto Lindisfarne Esplanade, child will disembark the bus at 37 Esplanade Lindisfarne. Children will be dropped at the entrance of the park, supervised by educators.	Barry's Bus Service	Yes No
7/1/2021	Depart: 9.30am  Return: 12.30pm	<b>Botanical Gardens Picnic</b> Route: to Royal Botanical Gardens, the bus will collect children from Montagu Bay Primary on Conara Rd, travel along Topham St then turn left onto Ronnie street, then right onto East Derwent Hwy then merge onto the Tasman Highway, the bus will turn onto the Lower Domain Rd. Children will disembark at the top gates to the Botanical gates park and be supervised whilst walking to the gates.	Barry's Bus Service	Yes No
15/1/2021	Depart: 10am  Return: 12.45pm  *subject to change, parents TBA	<b>The Movies – The Croods: A New Age</b> Route: to Rosny Village Cinemas, the bus will collect children from Montagu Bay Primary on Conara Rd, travel along Topham St then turn left onto Ronnie street, then right onto East Derwent Hwy, then left onto Rosny Hill Rd, left onto Bligh St and right onto Winkleigh PI where the bus will park and children will walk down on the footpath to the Cinema supervised by educators.  <input type="checkbox"/> I give permission for my child to watch PG movie	Barry's Bus Service	Yes No
21/1/2021	Depart:   Return:	<b>Red Double Decker Bus Park Hop</b> Route: Determined by Red Double Decker bus company. Parks we will visit: <ul style="list-style-type: none"> <li>• <b>Long Beach Reserve</b> – Long Point Rd, Sandy Bay</li> <li>• <b>Cornelian Bay Playground</b> – 15 Queen's Walk, New Town</li> <li>• <b>Simmons Park Lindisfarne</b> – 37 Esplanade Lindisfarne</li> </ul>	Red Decker Bus Company	Yes No

25/1/2021	Depart: 9.30am  Return: 12pm	<b>Party in the Park</b> Route: to Montagu Bay Reserve, children will walk through the school grounds down to the Montagu Bay Reserve. Children and educators will return using the same route.	Walking	Yes No
28/1/2021	Depart: 10.15am  Return: 1.15pm	<b>Supaworld</b> Route: Supaworld 1 Linear Ct, Derwent Park, the bus will collect children from Montagu Bay Primary on Conara Rd, travel along Topham St then turn left onto Ronnie street, then right onto East Derwent Hwy, merge left onto the Tasman Hwy to cross over the Tasman bridge, left onto the Brooker Hwy, left onto Derwent Park Rd, right onto Sunderland St, left onto Linear Ct. Children will disembark the bus directly in front of Supaworld.	Barry's Bus Service	Yes No
Will be advised on the day	Will be advised on the day	<b>Walk to Simmons Park</b> Route: to Simmons Park, children will cross Loatta Rd using the school crossing, walk through the school grounds, cross Loatta Rd, cross oval to the traffic lights on East Derwent Hwy, left onto Ballawinnie Rd, right onto Liena Rd; cross the Esplanade to Simmons Park. Educators supervise children during the walk. Children and educators will return using the same route.	Walk	Yes No

***NOTE: If booking your child in on an excursion day, you must sign the permission form. Children cannot stay at the service on these days.***

Parent /Guardian Name: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## Holiday Care Booking Request Form

(Complying written agreement-Contract of care)

Please complete the form below to submit your 2021 booking request for Clarence Children's Services Holiday Care. If you are new to Holiday Care you will also need to complete an Enrolment Form.

**This form will need to be completed and returned to the Coordination Unit by 4<sup>th</sup> December**

**ONE FORM PER CHILD**

Child's Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

### Which service will your child attend?

Lindisfarne

Montagu Bay

### Booking Requirements

	Monday	Tuesday	Wednesday	Thursday	Friday
Week Starting 4 <sup>th</sup> January	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Week Starting 11 <sup>th</sup> January	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Week Starting 18 <sup>th</sup> January	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Week Starting 25 <sup>th</sup> January	<input type="checkbox"/>	<b>Public Holiday</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Emergency Contact Details

**Parent/Guardian Name 1:** \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Parent Name 2:** \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Emergency Contact**

Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Relation to Child: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Medical Conditions/Additional Support Requirements (Please complete where applicable)

Does your child have a medical condition or additional support requirements? Yes/No Please complete the following:

Medical Management and Communication Plan  Asthma Action Plan  Medication Log

Permission to Administer Medication  Anaphylaxis Action Plan  Allergy Action Plan

Have these forms been completed in the last 12 months? Yes/No

### Fees (From 28<sup>th</sup> September 2020)

Daily Fee	\$76.40	Non-Cancellation fee	\$48.90
Absent Fee	\$38.70	Late Collection Fee	\$35.00

### Signature

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_