

# Bilgola Plateau Public School OOSH Camp Bilgola Vacation Care Booking Form

- Opening hours: 7am-6.15pm. Booking rates: Standard \$90, No Booking \$100. Where a current CRN has been provided CCS will be applied, subject to Centrelink approval.
- Prior to attendance, enrolment must be complete. If you are not currently enrolled in our service, please visit [bilgolapandc.com.au](http://bilgolapandc.com.au). Click on the 'Booking & Enrolment' button to complete your enrolment.
- Bookings can be made by completing a Booking Form available to download from our website [bilgolapandc.com.au](http://bilgolapandc.com.au) or by submitting a booking request via the Xplor app once enrolled in our service.
- Forms accessed via our website can be returned to the OOSH office or emailed to [oosh@bilgolapandc.com.au](mailto:oosh@bilgolapandc.com.au).
- Some sessions require a waiver to be completed. Waivers available via [bilgolapandc.com.au](http://bilgolapandc.com.au). Waivers must be completed for a child to be able to participate in activities. Sessions requiring waivers are indicated on the program and booking form.
- Entrance to Camp is via the stairs to the left of the main school gate. Please press the intercom for entry.
- A light breakfast is provided on request before 8am. Morning tea and lunch are NOT PROVIDED (*unless specified*). Afternoon tea and a late snack (5:45pm) provided daily.
- Please send your child with a backpack, hat, water bottle, morning tea and lunch every day (unless specified). If a water bottle is not sent, you will be charged a \$4 fee per child for the supply of a water bottle. If your child attends without adequate morning tea and lunch, you will be charged a \$10 fee per child for the supply of food.
- We often participate in messy play, ensure your child is dressed appropriately including enclosed footwear.
- Please check the program carefully and send your child with the additional items as indicated on the program.
- Please send your child to Camp in sun safe clothing, making sure shoulders are covered. Sun cream will be applied every 2 hours (UV dependent), if your child is particularly sun sensitive, we suggest sending them to Camp with a zinc-based sun cream.
- On excursion days it is the parent/carer's responsibility to ensure their child is at the centre before the bus leaves. We will not call parents individually if they are late. Please refer to the program for departure and arrival times. The bus will leave at the communicated time, we cannot wait for late comers. Return times are approximate and will vary depending on traffic conditions.
- On arrival YOU MUST bring your child into the centre and sign them in. Under no circumstances can a child come to Camp or leave Camp alone, they must be signed in and out by a parent/carer. When you are arriving to and leaving the centre with your child you must notify a staff member.
- Please do not send your child to Camp if they show any signs of being unwell. We reserve the right to send a child home if we feel the health of staff and children attending could be impacted.
- MEDICATION - If your child requires medication to be administered, a medication form must be completed. The medication must be in the original packaging, labelled with your child's name, dosage and prescribing Doctor.
- Children are not permitted to bring electronic devices. Inexpensive toys can be brought; however, Bilgola Plateau Public School OOSH & Camp Bilgola will take NO RESPONSIBILITY for these items.
- Children will participate in activities that involve some associated risks, by sending your child to Camp, you accept these associated risks. Risk assessments can be viewed from week 9. Risk assessments available via [bilgolapandc.com.au](http://bilgolapandc.com.au).
- Children may participate in walking excursions to Plateau Park.
- If you need to contact staff during the day call 0432 000 817 or 9918 4768.
- **Cancellations made 14 days prior to a booked session will incur a \$10 administration fee for each booking cancelled. Cancellations made within 14 days of a booked session will be charged full fees.** Full Fees also apply for any absences from a booked session including medical reasons.
- Bilgola Plateau Public School OOSH & Camp Bilgola reserves the right to cancel a child's enrolment.

## PARENT/CARER AUTHORITY

Child's name.....Parent/Carer's name.....Signature.....

By signing this form, I understand that I am giving my child permission to participate in the activities, excursions and incursions as booked below. I am aware of the following and agree to abide by the booking terms and conditions:

- I am aware where my child is going and what activities they will be doing
- I understand some activities involve associated risks
- It is my responsibility to ensure waivers are completed
- I agree that my child may watch a PG rated movie

# Bilgola Plateau Public School OOSH Camp Bilgola Vacation Care Booking Form

- I understand buses will leave at the communicated time and it is my responsibility to ensure my child arrives on time. I understand I will not be called if my child is not at the centre by the departure time and that the bus will leave at the communicated time.
- It is my responsibility to send my child with a backpack, hat, water bottle, morning tea and lunch every day (unless specified). If a water bottle is not sent, I understand I will be charged a \$4 fee per child for the supply of a water bottle. If my child attends without adequate morning tea and lunch, I understand I will be charged a \$10 fee per child for the supply of food.
- It is my responsibility to have informed the Centre Director in writing of any dietary requirements my child has and to supply any associated action plans/medications.
- I acknowledge cancellations/absences incur full fees unless made 14 days prior to a booked session.
- For new accounts it is the account holder's responsibility to confirm enrolment at Bilgola Plateau Public School OOSH & Camp Bilgola through their MyGov account. No CCS will be paid until the enrolment is accepted by the account holder. Full fees will be charged until Centrelink has approved the CCS claim.

### Additional Authorisation

I give permission for my child to be included in walking excursions within the local area and to leave OOSH grounds for excursions or in case of an evacuation drill.

Parent/Carer's signature..... Date.....

Please tick your booking dates:

Before booking, please ensure you are aware of our Cancellation Policy.

<b>Monday 14.04.25</b>		<b>Tuesday 15.04.25</b>		<b>Wednesday 16.04.25</b>		<b>Thursday 17.04.25</b>		<b>Friday 18.04.25</b>	CLOSED
<b>Monday 21.04.25</b>	CLOSED	<b>Tuesday 22.04.25</b>		<b>Wednesday 23.04.25</b>		<b>Thursday 24.04.25</b>		<b>Friday 25.04.25</b>	CLOSED
<b>Monday 28.04.25</b>		<b>Tuesday 29.04.25</b>		<b>Wednesday Term 2</b>					

**Cancellations made 14 days prior** to a booked session **will incur a \$10 administration fee** for each booking cancelled. **Cancellations received within 14 days** of a booked session **will be charged full fees**. Full Fees also apply for any absences from a booked session including medical reasons.