



# AMY ROAD SCHOOL HOLIDAY CARE

59D Amy Road, Newstead 6341 1555 email enquiries@ncn.org.au fax 6344 9493

## Booking Form - Jan-Feb 2019

**Read and fully complete this form and return to NCN**  
**NOTE THAT YOUR BOOKINGS WILL BE CONFIRMED BY EMAIL or POST**

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

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

(please ✓/days required) **BOOKINGS WILL BE TAKEN VIA THIS FORM ONLY**

JANUARY 2019	Mon 31/12/18	Tues 1/1/19	Wed 2/1/19	Thurs 3/1/19	Fri 4/1/19
Name of Child/ren	HOLIDAY	HOLIDAY	Standard Day	Standard Day	Standard Day
	WE	WE			
	ARE	ARE			
	CLOSED	CLOSED			

	Mon 7/1/19	Tues 8/1/19	Wed 9/1/19	Thurs 10/1/19	Fri 11/1/19
Name of Child/ren	Standard Day	Special Day	Standard Day	Standard Day	Special Day
	Mon 14/1/19	Tues 15/1/19	Wed 16/1/19	Thurs 17/1/19	Fri 18/1/19
Name of Child/ren	Standard Day	Special Day	Standard Day	Standard Day	Special Day
	Mon 21/1/19	Tues 22/1/19	Wed 23/1/19	Thurs 24/1/19	Fri 25/1/19
Name of Child/ren	Special Day	Standard Day	Standard Day	Standard Day	Special Day
JANUARY/FEBRUARY 2019	Mon 28/1/19	Tues 29/1/19	Wed 30/1/19	Thurs 31/1/19	Fri 1/2/19
Name of Child/ren	PUBLIC	Special Day	Standard Day	Standard Day	Special Day
	HOLIDAY				
	WE ARE				
	CLOSED				
Name of Child/ren	Mon 4/2/19	Tues 5/2/19	Back	To	School
	Standard Day	Standard Day			

## Booking & Non-Routine Excursion Form

*I have read the Amy Road School Holiday Program and general information, and fully understand all requirements. I will ensure that my child/ren is/are fully equipped as specified on the program.*

*I agree to abide by all requirements including payment of fees, cancellations and absences policies as outlined in our Outside of School Hours Care handbook. Including the requirement of 7 days' notice to be given to cancel a booking*

*I have also read and fully completed the non-routine excursion form*

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

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

## Booking & Non-Routine Excursion Form

I, ..... Parent/Guardian  
(Parent/Guardian Name)

give permission for my child/ren .....  
(Child/ren Full Names)

To participate in an excursion to:

**\*PLEASE CIRCLE YES OR NO TO EXCURSIONS APPLICABLE TO YOUR CHILD/REN.**

DATE	TIME	DESTINATION	TRANSPORT	CONSENT
8/1/2019	Depart 9.30am Return 3.30pm	Longford	Bus/Walk	Yes / No
11/1/2019	Depart 10.00am Return 3.30pm	Aquatic Centre	Bus	Yes / No
15/1/2019	Depart 9.30am Return 1.00pm	Woolworths/Bowling	Bus/Walk	Yes / No
18/1/2019	Depart 10.00am Return 3.30pm	Aquatic Centre	Bus	Yes / No
22/1/2019	Depart 11.00am Return 3.30pm	Punchbowl Reserve	Walk	Yes / No
25/1/2019	Depart 10.00am Return 3.30pm	Aquatic Centre	Bus	Yes / No
29/1/2019	Depart 10.00am Return 4.00pm	Heritage Park	Bus	Yes / No
1/2/2019	Depart 10.00am Return 3.30pm	Aquatic Centre	Bus	Yes / No

### Hazards identified are:

- Children being on unregistered premises.
- Access to traffic – i.e. crossing roads.
- Challenging play equipment (different parks) and sports activities.
- Activities in open areas.
- Water.

### Management of identified hazards will include:

- Children will display organisation's mobile phone number on their name tags.
- All children and carers are to wear NCN's high visibility vests.
- Minimum ratio of one adult to ten children on excursions.
- Minimum ratio of one adult to five children on swimming excursions.
- A person who holds a bronze medallion will be available at every swimming outing.

## Booking & Non-Routine Excursion Form

Hazards will vary depending on the excursion planned on the day. The activities that are available on each excursion vary and the purposes of all excursions are to provide children with recreational and educational experiences.

I consent to my child/ren travelling by bus or walking to the excursion.

Signed: ..... Date: .....  
(Parent/Guardian)

### This form is to be completed prior to children attending excursions

Please take the time to read the following:

**1. Lunch information – please read: *While NCN understand some children may forget their lunch or the bag containing their lunch from time to time. Please be aware that NCN doesn't have the capacity to supply children's lunch or food other than what is advertised within the program.***

***We do supply fruit for morning and afternoon tea, and this may include any cooking activities the children participate in during the program. If your child requires extra food please ensure there is adequate food throughout the whole day in their lunch box. During warmer months an extra drink bottle is recommended.***

***We recommend healthy food options that allow children to have the energy to participate in activities and be part of our program without feeling hungry. Our OSHC team will give you a courtesy call to advise you if it has been identified that your child/ren has no lunch supplied.***

**2. Please note that no electronic devices are to be brought to our Holiday Program.**

If you have any questions or concern, please feel free to talk to our staff.