



Maitland Baptist Church  
Child Care Limited

Out of School Hours Care



## Metford Spring Vacation Care Booking Information

30th September – 11th October 2024

### Contact Information

- 📍 226A High Street, Maitland
  - ☎ (02) 4939 1840
  - ✉ admin@mbcoosh.org.au
  - @ mbcoosh.org.au
- Centre Hours** – 6:30am – 6pm  
**Office Hours** – 9am – 5pm

### What to bring

- Wide Brim Hat
- Sun-Safe Clothing
- Morning Tea and Lunch
- Refillable Drink Bottle
- Enclosed Shoes

### Child Care Subsidy Information

- If your child / children fail to attend the first or last day of vacation Care the Government will remove CCS
- Child Care Subsidy is not eligible on excursions or surcharges (late pick up fee or enrolment fee)

### Booking Information

- A 2024 enrolment form must be completed before the vacation care form is processed
- Completed forms or any changes are to be emailed to admin@mbcoosh.org.au (we will not accept bookings over the phone as per government regulations)
- Bookings will close Wednesday 25th of September 2024 at 5pm
- We have a 5-day cancellation period per booking, if you fail to contact us after the 5-day cancellation period, we will mark the child absent and the account will be charged for the booking (Public Holidays, weekends are not included in the cancellation period)
- If your child is unable to attend the session, please email us at admin@mbcoosh.org.au for the child to be marked absent
- All parents / guardians must provide the child's medication / medical equipment / action plan. OOSH centres will no longer be able to bring the child's medication or medical equipment to vacation care

### Excursion & Big Day In Information

- All excursions require a separate form to be signed
- All children booked in for the excursion will be required to bring a wide brim hat, water bottle, morning tea, lunch, enclosed shoes appropriate clothes for jumping and climbing

## Directions to the Metford OOSH

Metford Public School Hall  
Schanck Drive,  
Metford 2323 NSW

#### Parking:

Schanck Drive, Metford  
(No parking in Bus zones)

#### Centre Number

0408 617 310

Metford Public School



Metford OOSH  
Located

Schanck Drive

"We believe we are the **HEART** of the Community"



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## Metford Spring Vacation Care Schedule

30th September - 11th October 2024

**Adventure to the Icecream Parlour**

**Craft & Activities**  
Children will make pom pom ice cream necklaces.  
Build an ice cream parlor.

Monday 30th  
September

**Adventure to the Rainbow**

**Craft & Activities**  
Children will make river light lanterns.  
Rainbow bubble snakes.

Tuesday 1st  
October

**EXCURSION**  
**NINJA DAY**

**Excursion Activities**  
Climb Ninja obstacles.  
**Craft & Activities at Centre**  
Create Ninja craft & Ninja yoga.

Wednesday 2nd  
October  
Excursion  
(Maximum 56 spots)

**INSIDE OUT**

**Movie at Centre**

**Craft & Activities**  
Inside Out craft & games.  
Watch Inside Out at the centre.

Thursday 3rd  
October  
Movie Day at Centre

**SONIC THE HEDGEHOG**

**Craft & Activities**  
Children will make craft relating to Sonic games. Children will play Sonic ring races.

Friday 4th  
October

**Centre Closed**  
Public Holiday

Monday 7th  
October  
Public Holiday

**EXCURSION**  
Amazement  
**Farm & Fun Park**

**Adventure to the Pirate Ship**

**Excursion Activities**  
Pony rides, animal petting & more.  
**Craft & Activities at Centre**  
Craft treasure chest & pirate hats.

Tuesday 8th  
October  
Excursion  
(Maximum 56 spots)

**Adventure to the Land Before Time**

**Movie at Centre**

**Craft & Activities**  
Craft dinosaur related objects.  
Watch Land Before Time at centre.

Wednesday 9th  
October  
Movie Day at Centre

**BIG Day In**  
**a Bug's Life**

**Craft & Activities**  
Insectarium Incurion.  
Explore the wonderful world of insects though craft & activities.

Thursday 10th  
October  
Big Day In

**MY PET DAY**  
**RSPCA**  
Cupcake Day  
Fundraising

**Craft & Activities**  
Children will help bake and decorate cupcakes for the RSPCA fundraiser.

Friday 11th  
October  
Cupcake Fundraiser

"We believe we are the HEART of the Community"



# Metford Spring Vacation Care Booking Authorisation Form

## 30th September - 11th October 2024

Please tick the required bookings (places are limited so bookings will be prioritised firstly on Priority of Access guidelines)

Monday <b>30th</b> Normal VC Day	Tuesday <b>1st</b> Normal VC Day	Wednesday <b>2nd</b> Excursion Ninja Parc	Thursday <b>3rd</b> Normal VC Day	Friday <b>4th</b> Normal VC Day	Monday <b>7th</b> Closed Public Holiday	Tuesday <b>8th</b> Excursion Farm Park	Wednesday <b>9th</b> Normal VC Day	Thursday <b>10th</b> Big Day In Insectarium Workshop	Friday <b>11th</b> Normal VC Day
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Normal VC  
\$63.00 per child

Big Day In  
\$73.00 per child

Excursions (Centre is still open)  
Excursion + Daily fee per child (Fee listed on Excursion form)

All centres have access to Government Child Care Subsidy for eligible families.  
Excursions & Enrolment fees are surcharges and CCS will not be applied.

### Child's Information (1 child per form)

Child's Full Name:			
Date of Birth:		Child's Class in 2024:	
Allergies, Disabilities or Health Needs:	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<i>Please list:</i> _____
School Attending:			
Completed a 2024 OOSH Enrolment form:	<input type="checkbox"/> No	<i>Please contact main office at admin@mbcoosh.org.au</i>	
	<input type="checkbox"/> Yes	<i>Please list centre name:</i> _____	

### Parent / Guardian's Information

Full Name:			
Email:		Contact Number:	
Address:		Ezi Debit Customer:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Reason for using child care:	<input type="checkbox"/> Working Parents	<input type="checkbox"/> Studying Parents	<input type="checkbox"/> Social Activity for Children <input type="checkbox"/> Other



## Agreement

Places are limited so bookings will be prioritised firstly on Priority of Access guidelines, then on a first come first served basis. Please note we prioritise working families / Guardians and single parents.

**Please tick each box, then sign & date to acknowledge that you have read, understood, and agree to each statement of the Agreement.**

- I have agreed to the days of care & understand the service opens at 6:30am and closes at 6pm
- Bookings will be removed if the account is overdue. Parents / Guardians will be notified by email or phone if bookings are cancelled
- I am liable to pay fees for my child's care as indicated on this form and in line with other information the service makes available to me (such as a Fee Schedule) which are subject to change over time based on advice from the Provider
- Children that do not attend BSC/ASC must attend the first and last day of vacation care for (eligible) CCS to be applied to the account, as per government regulations. If my child fails to attend, I may be charged full fees
- Additional bookings can be requested if available. Additional booking requests must be in writing via email
- Parents / Guardians must provide 5 full working days in advance to cancel any bookings, if not the account will be charged for the booking. (Public Holidays, Weekends, and Day of Cancellation not included in notice period)
- Any changes to bookings will be subject to availability and are required to be made via email within 5 days notice (We will not accept any bookings via phone)
- (If your child requires any medication / medical equipment) I agree to provide the child's medication / relevant medical equipment / action plan
- I agree to not bring any animals on Vacation Care OOSH grounds
- The vacation care form must be completed and signed correctly by an authorised person for bookings to be processed
- If a hard copy of the Vacation Care form is submitted to the OOSH centres the form will take longer to be processed, and will delay the booking confirmation. This may result in missing out on bookings.
- Children will not be eligible to go on excursions if they have been recently suspended, absconded, or exhibited violent behaviours or had consistent incidents in the term/VC prior
- The details I have provided on this form are true and correct, and accept the above terms & conditions so that the service can receive eligible Child Care Subsidy on my behalf to reduce my fees

**Full Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please return completed authorisation forms via email to [admin@mbcoosh.org.au](mailto:admin@mbcoosh.org.au)**



## Metford Spring Excursion Authorisation Form

All Excursions are optional, the OOSH centre will remain open during Excursions.

### Ninja Parc Cooks Hill | Wednesday 2nd October 2024

**Fee - \$34.00** + Daily fee \$63.00 per child (CCS will NOT be added)

Anticipated Number of Attendees: Maximum 56 Children, Anticipated Staff & Educators: 8 (Ratio 1:8)

I (Print Parent/Guardian Name) \_\_\_\_\_

authorise Maitland Baptist Church Child Care Limited to transport my child

(Print Child's Name) \_\_\_\_\_ to attend this Excursion.

**Description of the Activity:**

Climbing walls, Ninja type activities.

**Reason for the Excursion:**

To empower and build confidence by challenging themselves in a physical activity, learn safe ways to solve and climb obstacles.

**Water Hazard: No**

**Travel & Vehicle Information:**

Vehicles Used: MBCCC Ltd vehicles include MAN Bus 57-Seater, Mitsubishi ROSA 25-Seater, Toyota HiAce 12-Seater. All vehicles are fitted with seat belts which will always be worn. Children 7 years and under travelling on a Toyota HiAce vehicle will use booster seats along with seat belts. All vehicles are fitted with surveillance cameras.

**Metford approx. 35mins travel time.** Depart Metford centre, turning around in U-turn bay. Continue along Schank Dr turning left into Lowe St, at roundabout take 3rd exit onto Ferraby Dr, at traffic lights turn left onto New England Highway, continue along New England Highway turning left onto Industrial Highway, continue onto Hannell St, at traffic lights turn left onto King St, at traffic lights turn right onto Darby St, continue on and turn left into Tooke St then left into Brooks St and drop children off near entrance to Ninja Parc. Return trip is in reverse order.

I understand that my child must be at the Centre by 8:30am on the day and that my child may not be back at the Centre before 3:00pm. I also understand that my child must be wearing appropriate length shorts or pants, socks and joggers, and a wide brim hat, (No Singlet Tops allowed), and bring a packed lunch & drink bottle.

**Sign & date to acknowledge that you have read, understood, and agree to each statement of the Agreement.**

Signed Parent/Legal Guardian:

Date:

A risk assessment for this excursion is available upon request. A physical copy will be available at the service from Monday the 30th of September 2024.

### Amazement Farm & Fun Park Wyong Creek | Tuesday 8th October 2024

**Fee - \$49.00** + Daily fee \$63.00 per child (CCS will NOT be added)

Anticipated Number of Attendees: Maximum 56 Children, Anticipated Staff & Educators: 8 (Ratio 1:8)

I (Print Parent/Guardian Name) \_\_\_\_\_

authorise Maitland Baptist Church Child Care Limited to transport my child

(Print Child's Name) \_\_\_\_\_ to attend this Excursion.

**Description of the Activity:**

Rides, mazes, playground, animal & reptile petting & train rides.

**Reason for the Excursion:**

Learn about farm animals and reptiles. Problem solving with games and mazes.

**Water Hazard: No**

**Travel & Vehicle Information:**

Vehicles Used: MBCCC Ltd vehicles include MAN Bus 57-Seater, Mitsubishi ROSA 25-Seater, Toyota HiAce 12-Seater. All vehicles are fitted with seat belts which will always be worn. Children 7 years and under travelling on a Toyota HiAce vehicle will use booster seats along with seat belts. All vehicles are fitted with surveillance cameras.

**Metford - approx. 1hr travel time.** Depart Metford center, turning around in U-turn bay. Continue along Schank Dr turning left into Lowe St, at roundabout take 3rd exit onto Ferraby Dr, at traffic lights turn left onto New England Highway, continue along New England Highway taking exit towards Thornton/M1 Sydney, at the traffic lights turn right onto Weakleys Dr, continue onto Pacific Motorway, take Sparks Rd/B70 exit, at traffic lights turn right onto Sparks Rd, turn left onto Hue Hue Rd, continue on and turn right onto Yarralong Rd, after approx. 1.7kms turn left into Amazement Farm and Fun Park. Return is in reverse order.

I understand that my child must be at the Centre by 8:30am on the day and that my child may not be back at the Centre before 3:00pm. I also understand that my child must be wearing appropriate length shorts or pants, socks and joggers, and a wide brim hat, (No Singlet Tops allowed), and bring a packed lunch & drink bottle.

**Sign & date to acknowledge that you have read, understood, and agree to each statement of the Agreement.**

Signed Parent/Legal Guardian:

Date:

A risk assessment for this excursion is available upon request. A physical copy will be available at the service from Monday the 30th of September 2024.