

September/October 2023 Vacation Care

VACATION CARE BOOKING FORM and CONFIRMATION OF CHILDCARE AGREEMENT

Monday 25th September 2023 – Friday 6th October 2023

Please note that a separate form is required for each child

Parties to the Agreement:

This Agreement is between: _____ (Parent/Caregiver's full name) of
_____ (address)

and: St Columba Anglican School Council Incorporated, ABN 42149714015 (Provider) for the care
of: _____, (Child's name) D.O.B ____/____/____, (Child's DOB)

Gender: M/F, (please circle), Year at School: _____ (Indicate Year K-6)

by Columba Cottage OSHC (Service), commencing on ____/____/2023

My child's immunisation is current: **Yes/No**

As a part of your enrolment at our service we require you to confirm acceptance of the following items to be able to receive Child Care Subsidy on your behalf. Acceptance of these items as well as some of the other information in the enrolment form can be used as a Complying Written Arrangement for Child Care Subsidy purposes. Please read these items and confirm by signing below.

Day (please refer to booking form on reverse)	Usual Fee	Unit
Monday Tuesday Wednesday Thursday Friday 6:30am – 6:00pm	2023 Early Bird \$95 2023 Early Bird Activity Day \$103 2023 Regular \$106 2023 Regular Activity Day \$114	Session Fee
TO RECEIVE THE EARLY BIRD RATE FORMS MUST BE SUBMITTED BY FRIDAY 8th September 2023		

I confirm:

- That my details in the enrolment form, as well as the details of the child I am enrolling are correct.
- I have agreed to days of care within the service and understand the start and end times of these sessions of care.
- That care may be provided on a casual or flexible basis where available at my service(s) at my request.
- I understand I am liable to pay fees for the care of my child as indicated above and, if applicable, in other information the service has given me (such as a fee schedule or parent handbook) which are subject to change over time based on advice from the provider and acceptance by me.

Parent/Caregiver Signature: _____ Date: ____/____/2023

Please see back of page for Vacation Care booking options

Office Use ONLY:

Date received: ____/____/2023 Received by: _____ Current enrolment on file? Checked by: _____ (initials)

VTRs completed (circle): Yes No N/A

CCS Enrol checked: ☐ Current ☐ Re-submitted

Sept/Oct email flag added

Booking entered by: _____ Date: ____/____/2023

OSHC Medical Management Plan up to date Yes or N/A

Booking checked and Confirmation email sent: Date ____/____-2023

Initials: _____

Initials: _____

Initials: _____

Initials: _____

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PLEASE NOTE:

No bookings will be secured unless we have 2023 enrolment documentation.

Please **circle** below any **permanent booking** days and dates you will require:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Week 1	25/09/2023	26/09/2023 Excursion Activity Day Fee applies	27/09/2023 Incursion Activity Day Fee applies	28/09/2023 Excursion Activity Day Fee applies	29/09/2023 Incursion No Additional Fee
Week 2	2/10/2023 CLOSED	03/10/2023 Incursion No Additional Fee	04/10/2023	05/10/2023 Bring a plain white tee for tie dye	06/10/2023

Please Note: Please choose your days carefully as there is a cancellation fee if cancelling without 48 hrs notice.

Bookings are not confirmed until a confirmation email is sent by Columba Cottage Staff.

Forms for all families using the service must be **submitted no later than Friday 8th September 2023**, to secure an **Early Bird rate of \$95/\$103 per day for 2023**. Any forms submitted after this date will incur the regular fee of \$106/\$114 per day 2023. Additional costs for excursions / incursions are included in the daily rate where appropriate.

Please note that Child Care Subsidy is applied to the full daily session fee.

From Monday 11th September 2023 if you require additional days other than what is selected above, these will be charged at the regular rate – **note that the booking is only confirmed if a vacancy is available.**

Note: No Vacation Care enrolments or bookings will be confirmed if there are outstanding fees from previous Vacation Care and/or Before/After School sessions.

All families must have completed a Direct Debit form for payment of accounts.

Parent Declaration:

- ☐ I confirm all information on the latest Enrolment or Re-enrolment Form is current and correct.
- ☐ I understand that all applicable fees will be charged to my account.

Parent/Caregiver's Name: _____

Contact Phone Number: _____ Email Address: _____

Parent/Caregiver Signature: _____ Date: ____/____/2023

Please ensure you have completed Confirmation of Childcare Agreement