



Dubbo Neighborhood Centre Ltd.

ABN: 74 649 779 047

31-33 Church Street Dubbo NSW 2830

P: 1800 319 551 | E: oosh@dnc.org.au | W: www.ccsd.org.au



CONNECTING
COMMUNITY SERVICES
Dubbo Neighbourhood Centre Ltd.

Term 1 2024 Vacation Care Booking Form /Complying Written Arrangement (CWA)

Vacation Care session fees before CCS 2024

Vacation Care Early Bird	\$75 per child/per day	Bookings made with more than 14 days' notice.
Vacation Care	\$80 per child/per day	Bookings made with more than 7 days' notice.
Vacation Care Casual	\$85 per child/per day	Bookings made within 7 days of care date.

Arrangement Type: Please tick

<input type="checkbox"/> CWA – Complying Written Arrangement (required for Child Care Subsidy CCS)	<input type="checkbox"/> RA Relevant Arrangement (No CCS subsidy - not applying / not eligible)	<input type="checkbox"/> OA Arrangement with an organisation/third party (No CCS)	<input type="checkbox"/> ACCS / PEA - Additional Child Care Subsidy (child wellbeing). Provider to apply.
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No.	Child Name (please write full name)	DOB	School Year attending: Kindergarten - Year 6 (Not available for Pre-Kindy, under school age)
1:			
2:			
3:			

Tick centre (subject to availability):	Service	School Holidays (excluding public holidays)
	South Dubbo Vacation Care	Monday to Friday: 7.30am - 6:00pm (10.5 hrs)
	Orana Heights Vacation Care	Monday to Friday: 7.30am - 6:00pm (10.5 hrs)

Care days: Please tick the days your child/ren requires care (if different days for children, write in children's name for each day)

Monday 15 th April 2024	Tuesday 16 th April 2024	Wednesday 17 th April 2024	Thursday 18 th April 2024	Friday 19 th April 2024
Monday 22 nd April 2024	Tuesday 23 rd April 2024	Wednesday 24 th April 2024	Thursday 25 th April 2024 Service Closed Public Holiday	Friday 26 th April 2024
Monday 29 th April 2024 Orana Heights is the only site open for the School Development Day.	Tuesday 30 th April 2024 BSC at Orana Heights and ASC at all sites	Wednesday 1 st May 2024 BSC at Orana Heights and ASC at all sites	Thursday 2 nd May 2024 BSC at Orana Heights and ASC at all sites	Friday 3 rd May 2024 BSC at Orana Heights and ASC at all sites



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Vacation Care Conditions:

- A 2024 **Enrolment Form/re-enrolment Form** must have been completed before this Vacation Care booking form can be processed. Enrolment Form/re-enrolment Forms are located via our website <https://ccsd.org.au>
- Cancellation of any VC booking requires a minimum of 7 day's written notice or full fees **will** apply.
 - The Childcare Subsidy will not be paid if your child/ren are absent from care on the **first** or **last** day of your bookings. For more information please refer to <https://www.servicesaustralia.gov.au/individuals/services/centrelink/child-care-subsidy/how-manage-your-payment/if-your-child-absent-from-child-care>
- Bookings will not be made if outstanding money is owing, and a payment plan is not in place. Accounts will be reviewed in Week 9 and failure to pay accounts may result in the cancellation of bookings.
- For children requiring medication, the medication must be in-date and in its original packaging with a pharmaceutical label with the child's name. This will be checked daily. If medication is not in date or in the original labelled packaging your child will not be permitted to attend until medication is brought to the service in date and in the correct packaging. Please allow additional time at drop-off on your child's first day of attendance to sign medical forms.
- Children to bring a hat, wear enclosed shoes and suitable play clothing with sleeves.
- Children to bring with them a drink bottle, healthy morning tea, lunch, and afternoon tea.
- If your child forgets to bring their water bottle or hat, one will be supplied and the cost will be added to your account. Drink bottles \$12.00 and hats \$15.00.
- Vacation Care, like all our services, are nut free. Nuts or foods containing nut products are not permitted to be brought to the service.
- Children to be reminded of the expectation to model positive behaviours. Families will be asked to collect their child/ren if continued unacceptable/inappropriate behaviour is exhibited.
- Families will be asked to pay for or replace resources that are deliberately broken by their child/ren.

In relation to COVID-19:

- Children are not required to wear masks, however if you wish for your child to wear a mask, please email joanneh@dnc.org.au or call 6883 2300 (families to provide masks).
- Masks are to be worn by Educators and Families as per current regulations at the time of Vacation care.
- If your child is displaying a fever, cough, sore/scratchy throat, shortness of breath, loss of taste and/or smell they will **not** be able to attend. If they display any of these symptoms during the day, you will be contacted to collect your child. Your child will be unable to return to the service until they no longer show the above symptoms.

Signature

- Electronic signatures will be accepted if booking form sent from an email linked to your account.
- Please contact us if you wish to add an additional email to your account.



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MEDICAL Please complete if your child has a medical condition e.g. asthma, anaphylaxis	
Child Name:	Medical Condition:
1:	
2:	
3:	
<p>Have you provided a <u>current</u> medical management plan? e.g. Asthma Action Plan</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p>	<p>Does your child require medication to be administered? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p><input type="checkbox"/> I will supply medication to staff at the Vacation Care centre my child is attending.</p> <p><input type="checkbox"/> I will collect my child's medication on the last day they attend Before/After School Care and take it to Vacation Care the first day they attend. I will also collect my child's medication on the last day they attend Vacation Care and return it to my child's Before/After School Care service on the first day they attend in Term 2 2024.</p>

Additional details required (please tick in yes or no box):	No	Yes	Details
Is child registered in Out of Home Care?			
Are there court orders or parenting plans pertaining to your child?			
Declaration: I, the undersigned, agree to the above terms and conditions for Vacation Care.			
Carer's Name (CCS claimant):			Name of other party:
Date signed:			If applicable e.g one parent is the CCS claimant, but other parent signs below entering into the arrangement
Carer's Signature:			Other parties' Signature:

Office Use Only:	Date booking form received:	
Xplor & CCS / ACCS processed by:		Date:
Xplor & CCS / ACCS checked by:		Date:

