



VACATION CARE BREAK III/26

Dates: 21/09/26 – 02/10/26

**VC Bookings Close on Monday 14th of
September 26** (Return Booking Form, page 7 when you
submit a booking request)

Details:

Open From 7am – 6pm
Monday – Friday
For Primary School Age Children

Contact:

Greenslopes State School, 559 Logan
Rd, Greenslopes 4120; QLD
Ph: 3394 1609 M: 0409941609
Email: oscagreenslopes@gmail.com
Website: www.oscacare.com

INCURSIONS:

- Bully Busters' Incursion
- Tie-Dye
- Cupcake Decoration

EXCURSION:

**SIR THOMAS BRISBANE
PLANETARIUM**

TO BOOK

Book as a
CASUAL BOOKING
online through
Xplor Home App
and
return completed
**Holiday Program
Registration Form**

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FAMILY CHECKLIST

- ☐ Return Program Registration Form pg. 7 when you submit a booking request through the Xplor Home app so that your booking request can be confirmed.
- ☐ If your child only attends vacation care, please check and if needed update your enrollment details
- ☐ Pack healthy lunch (**morning tea, lunch**) – **NO NUT PRODUCTS** (no nutbars, Nutella etc.)
- ☐ Ensure your child is wearing enclosed shoes (no thongs or sandals on excursions)
- ☐ Ensure your child has sun safe clothing, this includes:
 - a shirt that covers shoulders (no singlets)
 - a broad brimmed or legionnaire style hat (no caps or visors)
 - if UV reading is under 3, children can play outside without the hat
- ☐ Label all personal items
- ☐ Bring a drink bottle
- ☐ **Please leave electronics at home, they are no longer permitted at OSCA**
- ☐ Talk to your children about the behaviour guidelines



- ☐ Junk/ craft donations (boxes, wool, fabric etc.) are always welcome



GENERAL INFO

Operated by Greenslopes SS P&C Association

Offers a broad range of activities for multi-age groups

QUALIFIED STAFF – 1:15, for excursions ratio is indicated in the program
(Staff names and positions on display near Parent's desk)

AFTERNOON TEA – provided

INCURSION & EXCURSION -All children booked on the incursion's /excursions day are required to participate in the scheduled activity as OSCA is unable to provide sufficient educators for children who do not participate in incursion or excursion activities.

CHILD CARE SUBSIDY – not paid prior to child physically commences attending the service or after the child physically ceased attendances. These absences will be charged a full fee and will be excluded from our report to Centrelink.

FEES - \$59.50 (permanent booking) & \$64.70 (casual booking if booked after the vacation care started), **plus excursions/incursions**.

MONEY FOR EXCURSIONS/INCURSIONS - paid with the fees.

Families using the service on a casual basis will pay on the day of attendance.

Fees will be paid, for all days booked as per DS agreement.

Accounts will be issued on Mondays.

SWIMMING FEES - \$4.00 per child, charged when swimming is on program.

(Our swimming ratio is 1:8. Staff is rostered a week in advance to meet the ratio.

Therefore, one-week notification is needed for swimming cancellation, otherwise full swimming fee is charged. **(only during summer vacation)**

ADMINISTRATION FEES - \$20.00 paid annually only in one service VC/BA and on reenrollment at the beginning of each year.

CANCELLATION FEES: **Full fees if less than one-week notice is given including swimming**, plus activity/excursion. In case of illness, on presentation of medical certificate, no fees will be charged.

LATE FEES - \$20.00 for the first fifteen minutes and then \$2.00 for every minute after that (per child). At 6:30 pm, the emergency contact will be telephoned, and after that the Police or Department of Family and Community Service will be notified, and the fee will be at the discretion of the coordinator.

ADDITIONAL FEES - such as **unsupplied lunch \$10 and**

\$5.00 drink bottle/socks if needed at excursion only

PAYMENTS – Direct debit. Debit Success only.

WHAT TO BRING TO GREENSLOPES VACATION PROGRAM

FOOD – NUT FREE POLICY

IMPORTANT!!!! CHILD/REN DIAGNOSED AT RISK OF ANAPHYLAXIS ARE ENROLLED AT THE SERVICE. PLEASE BE AWARE OF FOOD ALLERGIES OF CHILDREN ATTENDING OUR VACATION CARE. DO NOT INCLUDE FOOD CONTAINING NUTS IN YOUR CHILDREN'S LUNCH BOX.

YES – Healthy morning tea and lunch e.g. sandwiches, fruit, vegetables, water

NO - chips, lollies, cakes, nutbars, peanuts or other nuts

NO GLASS CONTAINERS, RING PULL CANS

CHILDREN WITH SPECIAL FOOD REQUIREMENTS – Parents will provide food

STAFF CAN ONLY WARM UP COOKED FOOD (INCLUDING NOODLES) IN THE MICROWAVE

SUN SMART DRESS CODE

YES – wide brim hats, enclosed shoes, dresses or t-shirts with sleeves and bring their own sunscreen. Shorts must cover upper thighs. Suitable footwear.

NO – Baseball caps, singlet / sleeveless tops, no thongs or open-toed sandals

SWIMMING – **Must be worn: (only during summer vacation care)**

One-piece bathing suit, swimming shorts, sun-shirt/t-shirt, bathing cap,

Swim shirts during all water-based activities,

Hair must be secured in a bathing cap when swimming (boys and girls).

NOT TO BRING TO VACATION PROGRAM

OSCA takes no responsibility for toys and expensive items brought from home such as ELECTRONIC DEVICES, MONEY, EXPENSIVE TOYS, JEWELRY, ALL VALUABLES.

ELECTRONIC DEVICES ARE NO LONGER PERMITTED.

Students are encouraged to engage in other social learning and development activities.

PLEASE NOTE THE FOLLOWING IN PARTICULAR:

- ♦ Parents/guardians are required to sign their child in and out each day using the Xplor Home app. upon arrival and departure.
(Please advise a staff member of your arrival and departure)

VC ROUTINE

7.00- 9.00	Indoor games and play / outdoor games and sport.
9.00-9.30	Morning tea (Parents provide)
9.30-11.30	Planned activities – craft, sport and games.
12:00-12.30	Lunch (Parents provide)
12.30-1.30pm	Reading time/rest time for young children if they wish Swimming time (only during summer vacation care-December)
1pm-3pm	Planned activities
3.00-3.30	Afternoon tea (OSCA provides)
3.30-5.30	Free play inside and outside.
5.30-6.00	All inside – Quiet play, wait for parents.

SUN SAFETY

Children playing outside must wear a hat.

- NO HAT> PLAY INSIDE or UNDERCOVER
- Only wide brimmed or legionnaire hats are acceptable.
- **Children are required to bring their own sunscreen and will take responsibility for applying it when reminded by OSCA educators**



ILLNESS / ACCIDENTS

In the event of an illness or injury to a child, a staff member will administer appropriate first aid. If medical assistance is required, parents will be contacted and if necessary, the child will be accompanied by ambulance to the nearest hospital. The parents will meet all cost incurred in obtaining medical service.

MEDICATION Only medication prescribed and directed by the doctor will be administered in our centre. Parents need to present us with: A permission form, a letter from the doctor. A medication in original package with a pharmacist's label stating the child's name, dosage, frequency of administration, date of dispensing and expiry.

NOTIFICATION If a person other than those nominated on the enrolment form is to collect your child/ren, the service must be notified in writing. Authority to collect form with name, address and contact no must be completed. If the person is listed on enrolment form but was never met by staff on duty that day, that person will need to provide an ID with the photo on it.

GRIEVANCE PROCEDURE All parents' concerns or complaints should be discussed with the coordinator. If parents are unsatisfied with the outcome, they may address their grievance in writing to the approved provider, P&C.

PARENT CODE OF CONDUCT

We would appreciate if parents DO NOT APPROACH TO CONFRONT CHILDREN other than their own, while they are under the care of Greenslopes OSCA. (Please see Parent Code of Conduct)

BEHAVIOUR – BIG 6 VALUES INTEGRITY, OPPORTUNITY, MUTUAL RESPECT, RESILIENCE, EMBRACING DIVERSITY, COMMUNITY

These values provide a framework for our service's expectations of student behaviour to manage behaviour through a supportive model, which includes efficient supervision, provision of effective role models, directing or re-directing children to other activities and working with children to set out rules follow the rules and understand the consequences of breaking those rules. Any child displaying unacceptable behaviour persists, consultation may be necessary with parents, the child, coordinator and management committee. A child may be suspended from the program or excursions if unsatisfactory behaviour threatens the safety or wellbeing of any child or other person in the service. Please see Behaviour Management Policy for more details.

DAMAGE TO EQUIPMENT OR FACILITIES As part of everyday experiences involving children, we recognise that wear and tear occur. However, if damage is done that cannot be attributed to fair wear and tear but can be attributed to a malicious or intentional act on the part of a child, it will become an expense to the parent.

EXCURSIONS The following items will be brought on all excursions and be readily accessible to staff at all times: first aid kit, attendance record/roll, emergency contact numbers, telephone or access to one. Head counts will be made at regular intervals and when moving from one area to another staff will always supervise children. This includes toilets and changing rooms. Staff will ensure the environment is safe for use before allowing the children access to it. Staff /child ratios will always be upheld. In the event of injury occurring during an excursion, see Illness and Injury Policy. **Please note** that there will be no charges to the notified itinerary except in an emergency or due to changed weather conditions.

TRANSPORT – Mt. Gravatt Coach & Transport Bus Company for excursions. OSCA will ensure that a communication system is available for use in the event of emergency. In the event of injury occurring in the course of being transported, see Policy 4.5 – Illness and Injury Policy. Staff ratio policies for the service will continue to apply during transportation.

ONLINE BOOKING INSTRUCTIONS

Vacation care bookings are only accepted when booked online through Xplor Home app.



Please follow the link below for instructions and info on how to make bookings:

<https://support.ourxplor.com/hc/en-us/articles/360037772111-Home-App-Creating-Bookings>

In order to confirm your booking, you must also return to us the completed **Holiday Program Registration Form** (page 7).

FAMILIES NEW TO OSCA

Need to contact OSCA via email oscagreenslopes@gmail.com

to receive link to enrolment forms and make bookings. More information on how to create passwords and download Xplor Home app is at the link below:

<https://support.ourxplor.com/hc/en-us/articles/900000777683-New-Parent-Guardian-Set-Up->

HOLIDAY PROGRAM REGISTRATION FORM – Break III 2026 Week I & II
 Parents who enroll for the first time in Vacation Care must fill in full Enrolment Form

CHILD'S GIVEN NAMES	CHILD'S SURNAME	PARENT/GUARDIAN	PARENT/GUARDIAN

VC BOOKING

Sept/Oct	Week I 21/09/26 - 25/09/26	October	Week II 28/09/26 - 02/10/26
☐ Mon 21 st	Sensory Day	☐ Mon 28 th	Jewellery Day
☐ Tue 22 nd	Be Kind, Be You Day Incursion	☐ Tue 29 th	Space Day Excursion
☐ Wed 23 rd	Mosaic Creations	☐ Wed 30 th	Sweet Day Incursion
☐ Thu 24 th	Colour Day Incursion	☐ Thu 1 st	Pet's Day
☐ Fri 25 th	Nature Day	☐ Fri 2 nd	Happy Little Campers

ACTIVITIES PERMISSION FORM

VENUE – OSCA GREENSLOPES

Day	Date	Time	Cost	INCURSIONS	Activity	✓
Tue	22 nd Sept 26	10:00am	\$15	Bully busters' Incursion	Kids will learn simple strategies to recognise, prevent and respond to bullying, while building confidence, kindness and respect.	
Thu	24 th Sep 26	09:30am	\$15	Tie-Day Incursion	Kids will be creative and have fun making their own colourful tie-dye creations while learning how colours and patterns come together!	
Tue	29 th Sep 26	09:30am	\$30	Excursion to Planetarium	Kids will explore the wonders of space, learn about planets and stars, and enjoy an exciting journey through the universe!	
Wed	30 th Sep 26	09:30am	\$15	Cupcake decorations Incursion	Kids will have fun decorating their own cupcakes using colourful icing and creative toppings, then enjoy their delicious creations!	
Reminder: enclosed shoes, sun safe hat, morning tea, lunch, no food containing nuts, a drink bottle, for younger children please pack spare clothes						

By signing this form, I give permission to my child to participate in all activities provided as part of the Greenslopes SS OSCA Vacation Care Program including incursions & excursions. I acknowledge that all children attending on the day of an incursion/ excursion are required to participate in the activity.

I _____ hereby give permission for my child/ren to attend the activities organised by the Greenslopes SS OSCA Vacation Care Program.

Parent's Signature _____

Date _____

EXCURSION PERMISSION FORM



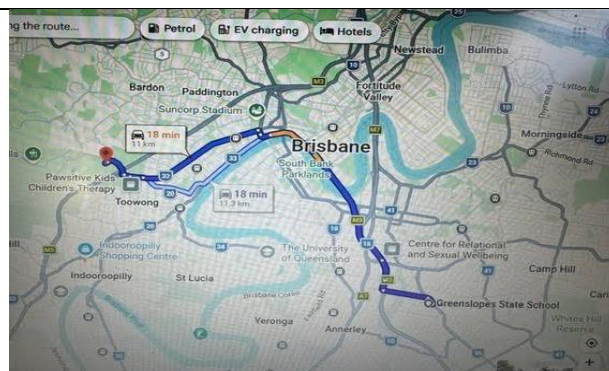
WEEK II – EXCURSION **RISK ASSESSMENTS OF VC ACTIVITIES IS AVAILABLE FROM OSCA OFFICE**

DAY: Tuesday	DATE: 29/09/2026	EXCURSION – SIR THOMAS BRISBANE PLANETARIUM
		VENUE - 152 Mount Coot-The Rd, Brisbane, Queensland 4066 Australia
COST: \$ 30.00 SOCKS & ENCLOSED SHOES MUST BE WORN!		Activity: Cosmic Skydome show starts at 11am ♥ PLEASE REMEMBER: ♥ Packed Lunch / Lunch Box – Lunch will be eaten during the excursion at the Planetarium. ♥ Water Bottle ♥ Hat – A sun-safe hat is recommended. ♥ Socks & Enclosed Shoes – Compulsory for the excursion. ♥ Comfortable Clothing ♥ Required Medication – Any medication required by your child must be provided to educators in accordance with OSCA procedures and clearly labelled. ♥ Emergency Contact Details – Please ensure your child's emergency contact details and authorised contact information are current and up to date with OSCA. Thank you for helping us prepare for a safe and enjoyable day!
TIME: 09:45am – 1:30 pm IMPORTANT: All kids need to be at OSCA and counted by 9:30 am at the latest.		
TRAVEL: Mt. Gravatt Coach & Travel (the bus is fitted with seat belts) All travelling times are approximately 45 minutes in each direction.		
CHILD EDUCATOR RATIO: 1-8 & 1 non-contact		
DOCUMENTS DISPLAYED ON PARENT'S NOTICE BOARD & OSCA ENTRANCE DOOR • NOMINATED SUPERVISOR/ SUPERVISOR IN CHARGE • Approx. number of children attending excursion • Numbers and names of the educators attending the excursion • Educators with First Aid certificates attending the excursion		

TRAVEL MAP:

FROM GSS OSCA TO 152 MOUNT COOT-THE RD,
BRISBANE, QUEENSLAND 4066 AUSTRALIA

****The risk assessment has been completed and is available at OSCA****



I _____ hereby give permission for my
 child/ren _____
 to attend the above activity organised by the Greenslopes State School Vacation Care program for the
 Break III 29/09/26.

Signature

Date

