

ELC VACATION CARE INFORMATION

April 2019



Booking

Please note there are separate booking processes for ELC and Junior School Holiday programs. Please ensure you submit your ELC booking online via the self service portal QK Enrol which is accessible via My Family Lounge. Further information about My Family Lounge is available via the OSHC page of the St John's Grammar website. Bookings are required by Friday 5 April. Places are limited for certain activities – please book early to avoid disappointment.

Fees

The daily charge for the ELC School Holiday Program is \$112. Cancellations to bookings must be made 5 full business days prior to the booked session. Cancellations made outside of this period will incur the usual daily fee. Please advise of any cancellations or changes to bookings via email.

Hours

The Centre is open between 7.30am and 6pm. On excursion days please be sure to arrive half an hour prior to the scheduled departure time outlined on the program. If you haven't arrived by the time we are leaving we will assume that your child/ren are absent. It is the responsibility of the parents to sign children 'IN' and 'OUT' on the daily electronic kiosk.

Food

Please pack recess and lunch each day. Don't forget to provide a water bottle every day. On excursion days please provide recess and lunch in separate disposable bags. Clearly label all containers and bags with your child/ren's names. Please note that we are an Allergy Aware Service.

Other

Please dress your child in clothing appropriate to the activity on the day. Children are to wear tops that cover the shoulders and no thongs please. Rash vests or T-shirts are required for swimming. Hats are required as the UV index reaches above 3. No electrical devices are to be brought from home, unless specified on the program.

A reminder to parents who use OSHC on a casual basis or for Vacation Care, if it has been more than 8 weeks since your child's last attendance, you will need to go into your MyGov account and reactivate your child's details with St John's OSHC. This will then allow you to receive your CCS entitlements.

Catastrophic and Extreme Fire Danger Days

On days of Catastrophic Fire Danger in the Mount Lofty Ranges District, **all School Campuses will be closed**. An SMS notification will be sent to all families by the Principal, or his delegate, the evening before.

On **Extreme Fire Danger Days**, planned activities may need to be cancelled for that day. The **Junior School** service will remain at the Centre for Creativity on the Junior Campus.

If you have any questions regarding the program, please call Alison Tregoning or the team on 0433 987 857.

Learning to Soar