



# VACATION CARE

## ARTARMON

Artarmon Kids Cottage Community Centre  
18 Broughton Rd Artarmon 2064

# SUMMER 2025 PROGRAM



## ENROLMENT

Vacation Care bookings are normally taken three weeks prior to each NSW gazetted school holiday.

### Important notes for casual bookings:

- All casual bookings must have direct debit details on file.
- Once you submit a casual booking, please ensure your enrolment information is up to date including current direct debit details. Your booking will not be confirmed without details on file.
- Your booking WILL NOT BE FINALISED until your enrolment form is completed in full including current direct debit details.
- Casual bookings can only be made with 48 hours notice. For any late bookings you will need to speak directly with the Nominated Supervisor of your desired service.

### Important notes for Vacation Care:

- Council reserves the right to cancel care should numbers fall below 15 enrolments per day.
- Council will endeavour to provide a minimum of five business days notice to families.
- Council will endeavour to offer/provide alternative vacation care options where possible.

## CANCELLATIONS, REFUNDS AND CREDIT NOTES

Cancellation of care will not be accepted once your booking has been processed. Where possible, 'swapping' of days can be accommodated, please notify the Nominated Supervisor if this is required. Refunds may be given under extreme/extenuating circumstances on application to the Nominated Supervisor.

## LATE ARRIVAL

Please inform staff if your child will arrive later than 9am as it might affect departure time for excursions.

## ILLNESS

In accordance with the regulations from the Department of Health, **sick children with a contagious illness must not attend the centre.** Please notify the Centre staff if your child will not be attending.

## MEDICATION

Staff will only administer medication to a child if it has been prescribed by a doctor. Over the counter medications such as Panadol and cough medicine will only be administered if accompanied by a doctor's letter of authorisation stating the child's name, the dosage required and the time to be administered. Parents must complete a medication form at the Centre.

## CENTRE HOURS

Centres are open from 8am to 6pm. Children will not be accepted into the Centre before 8am and must be collected by 6pm.

## LATE FEE

Children must be picked up by 6pm. A late fee of \$20 for the first 10 minutes or part thereof and \$2 for every minute thereafter will apply immediately after 6pm. Please phone the Centre if you think you will be late collecting your child.

## SIGN IN AND SIGN OUT

Parents are required by the Commonwealth Government to sign their children in and out of the centre each day. This will be done via our digital Kiosk on the centres iPad.

## CLOTHING

All children must have sunscreen and a hat. Please provide suitable clothing, wet weather gear and ensure enclosed shoes are worn each day. All items brought to the centre are to be clearly labelled.

## MORNING TEA AND LUNCH

Please provide your own substantial and nutritious morning tea and lunch to last your child/ren all day. We do not recommend soft drinks and junk food. Children can keep their food fresh and cool in the fridge at the centre. Please note that we are a nut free service.

## COMPULSORY EXCURSIONS

All children are required to attend 'compulsory' excursions.

## EXCURSIONS

Staff to child ratios set out in the National ECEC Regulations will apply to all excursions/outings and will be dependent on the activity. A separate signed permission form is required for all excursions/outings.

## OUTINGS

### (non-compulsory excursions)

For outings, bookings are accepted on the morning of the outing at the centre on a 'first come first served' basis. Please have correct money ready (cash) at time of booking the outing. Attendance on outings is dependent on the specified limit on the vacation care program and at the Nominated Supervisor's discretion.

## SWIMMING EXCURSIONS/OUTINGS

For swimming excursions/outings children must be enrolled in year 3-6 (children must have attended their first day of year 3) and be able to swim unaided for at least 25 meters.

### ACTIVITY LEGEND



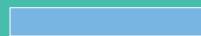
INCENTRE



OUTING



INCURSION



EXCURSION



**BOOK ONLINE NOW!**

[www.willoughby.nsw.gov.au](http://www.willoughby.nsw.gov.au)

# ARTARMON VACATION CARE

✓ BOOK SUMMER 2025 at [willoughby.nsw.gov.au](http://willoughby.nsw.gov.au)

WEEK 1

MONDAY 6 JANUARY	TUESDAY 7 JANUARY	WEDNESDAY 8 JANUARY	THURSDAY 9 JANUARY	FRIDAY 10 JANUARY
CENTRE CLOSED	<b>Gardening Day</b>	<b>Foodie Day</b>	<b>Silent Disco Glow Party</b>	CENTRE CLOSED
	INCENTRE	INCENTRE	INCENTRE	
	Green thumbs needed! Help rejuvenate our garden corner by planting some flowers, herbs and vegetables, learn about propagation and more.	Get creative with our easy and fun No Bake recipes. All things savoury and sweet.	Pop on a headset, multiple music channels to choose from & start dancing.	
	Total cost of day: \$73.00	Total cost of day: \$80.00	Total cost of day: \$92.00	
	Afternoon snack: Salad and Cheese Wraps	Afternoon snack: 3 Ingredient Trifle Cups	Afternoon snack: Pasta with Mixed Sautéed Greens	

WEEK 2

MONDAY 13 JANUARY	TUESDAY 14 JANUARY	WEDNESDAY 15 JANUARY	THURSDAY 16 JANUARY	FRIDAY 17 JANUARY
CENTRE CLOSED	<b>Buster the Ballonatic</b>	<b>Stardust Circus</b>	<b>Australian Museum</b>	CENTRE CLOSED
	INCENTRE	EXCURSION	EXCURSION	
	An interactive hands-on workshop of balloon twisting, a show and lots of laughs in between.	A 2hr show of incredible aerial performances, hilarious clowns and more under one Big Top.	Together we wonder through the historic building to explore the many exhibitions.	
	Total cost of day: \$91.00	Total cost of day: \$123.50	Total cost of day: \$98.00	
	Afternoon snack: Rice with Black Beans in Yellow Curry Sauce	Afternoon snack: Fettuccine with Creamy Mushroom Sauce	Afternoon snack: Fruit Salad and Ice Cream	

# ARTARMON VACATION CARE

✓ BOOK SUMMER 2025 at [willoughby.nsw.gov.au](http://willoughby.nsw.gov.au)

WEEK 3

MONDAY 20 JANUARY	TUESDAY 21 JANUARY	WEDNESDAY 22 JANUARY	THURSDAY 23 JANUARY	FRIDAY 24 JANUARY
CENTRE CLOSED	<b>Survivor Berry Island Reserve</b>	<b>Sydney Aquarium</b>	<b>Classic Australiana Fun and Games</b>	CENTRE CLOSED
	EXCURSION	EXCURSION	INCENTRE	
	<b>MUST wear enclosed shoes.</b>  Learn about Berry Island's ecosystem, discover edible plants and collect natural materials to build your own shelter.  <b>Charter bus departs centre:</b> 9.45am sharp	Be amazed as we explore zone by zone the creatures of the sea from sharks to penguins.  <b>Charter bus departs centre:</b> 9.15am sharp	Team up with friends for some hilarious thong throwing competitions, beach ball games and more.	
	Total cost of day: \$109.00	Total cost of day: \$116.00	Total cost of day: \$73.00	
	Afternoon snack: Cheese and Spinach Pasties	Afternoon snack: Penne with Sugo Rosso	Afternoon snack: Lamington Fingers and Milk	

WEEK 4

MONDAY 27 JANUARY	TUESDAY 28 JANUARY	WEDNESDAY 29 JANUARY	THURSDAY 30 JANUARY	FRIDAY 31 JANUARY
CENTRE CLOSED	<b>Self-care Day</b>	<b>Lunar New Year</b>	<b>DVD Chill Day</b>	CENTRE CLOSED
	INCENTRE	INCENTRE	INCENTRE	
	By POPULAR request we're bringing back Mia's Nail Art corner, Emma's Funky Hair salon and Shelly's Milkbar serving flavoured milkshakes.	Welcoming the Year of the Snakes with an all-inclusive buffet luncheon. Wear anything red.	Last day of the summer holidays so what better way to rest up before school starts!	
	Total cost of day: \$78.00	Total cost of day: \$83.00	Total cost of day: \$73.00	
	Afternoon snack: Rice with Peas, Corn and Carrots	Afternoon snack: Mixed Berries Pastries with Custard	Afternoon snack: Savoury Jaffles	