



ADAMSTOWN OOSH Inc.

Summer Vacation Care Booking Form

Monday 5th January – Friday 30th January 2026

About Us

We are a not for profit out of school hours' care service run by a parent committee. We cater to the students of Adamstown Public School during term time and open bookings to surrounding schools during vacation care. **Vacation Care is located at the Adamstown Public School site** and entry is via the main gates at 1A Bryant Street.

Program Information

Adamstown Public School Families are offered priority access to vacation care in Week 6 each term. Bookings are open to surrounding schools in Week 7. Bookings will be allocated on a first in, first served basis however Priority of Access is allocated in accordance with the National Guidelines as listed below.

- Priority 1 – A child at risk of serious abuse or neglect
- Priority 2 – Already enrolled children at the service and their siblings
- Priority 3 – A child of a single parent who satisfies, or of parents who both satisfy, the CCS Activity Test through paid work or study.
- Priority 4 – any other child

- The main activities for the day are scheduled between 9am and 3pm each day
- **We do not supply breakfast** during vacation care so please ensure that children are fed before they arrive to the service.
- A healthy and nutritious afternoon tea is offered to children each afternoon from 3.30pm
- Please ensure your child is at the Centre by **9am** on excursion days
- Please note that Adamstown OOSH is a NUT FREEZONE. Please help us keep our kids with anaphylaxis safe and ensure that you **do not** send your child with Nutella, peanut butter and any nut products.
- Please ensure that your children are dressed for fun and messy play each day
- What you need to bring
 - ✓ Drink bottle, morning tea and lunch, hat, enclosed shoes and shirts/Dresses with sleeves for sun safety.

Medication

If your child requires medication you will need to complete a medication form in accordance with our medication policy. Please ask our Educators when you enroll.

Fees

The fees are \$70 per day for day camps, \$75 per day for Incursions and \$85 per day for tier 2 excursions & \$95 per day for tier 1 excursions.

Term 4 accounts must be paid in full prior to attending Vacation Care. Any bookings made for Vacation Care can be removed before the last day of Term 4, 19th December without charge. After that date, any bookings that are cancelled by families are still charged to their account to make sure the Vacation Care period is financially viable.

Excursions

Excursion changes are dependent on relevant risk assessments and weather conditions

Centre Policies

Any parents not familiar with the Adamstown OOSH policies can obtain a copy of the Parent Handbook from the center. Please ensure that you sign all relevant sections of the Excursion authorisation. Your child will be unable to attend unless the authorisations are signed.



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- ✓ Return by email to admin@adamstonoosh.com.au
- ✓ Hand deliver to Adamstown OOSH at Adamstown Public School between 7-9am and 2-6pm
- ✓ For further enquiries please call us on 0429 966 674

Parent/ Guardian details

Full Name: _____

Relationship to child: _____ Date of birth: _____

Address: _____ Home phone: _____

Suburb: _____ Postcode: _____ Mobile: _____

Email: _____

Child 1 details

Full Name: _____

Date of birth: _____ Gender: Female/ Male **please circle**

School child attends: _____

My child suffers from **please tick all that apply and complete form if haven't already done so**

- Anaphylaxis Please ensure you have completed a risk minimisation form & ASCIA action plan
- Allergy Please ensure you have completed a risk minimisation form & ASCIA action plan
- Asthma Please ensure you have completed a risk minimisation form & Asthma action plan
- Other Please ensure you have completed a risk minimisation form & Medical Alert form

My child will need to take medications during vacation care **please tick**

- No
- Yes Please ensure you complete a medication Administration Form

Child 2 details

Full Name: _____

Date of birth: _____ Gender: Female/ Male **please circle**

School child attends: _____

My child suffers from **please tick all that apply and complete form if haven't already done so**

- Anaphylaxis Please ensure you have completed a risk minimisation form & ASCIA action plan
- Allergy Please ensure you have completed a risk minimisation form & ASCIA action plan
- Asthma Please ensure you have completed a risk minimisation form & Asthma action plan
- Other Please ensure you have completed a risk minimisation form & Medical Alert form

My child will need to take medications during vacation care **please tick**

- No
- Yes Please ensure you complete a medication Administration Form

Child 3 details

Full Name: _____

Date of birth: _____ Gender: Female/ Male **please circle**

School child attends: _____

My child suffers from **please tick all that apply and complete form if haven't already done so**

- Anaphylaxis Please ensure you have completed a risk minimisation form & ASCIA action plan
- Allergy Please ensure you have completed a risk minimisation form & ASCIA action plan
- Asthma Please ensure you have completed a risk minimisation form & Asthma action plan
- Other Please ensure you have completed a risk minimisation form & Medical Alert form

My child will need to take medications during vacation care **please tick**

- No
- Yes Please ensure you complete a medication Administration Form

Child 4 details

Full Name: _____

Date of birth: _____ Gender: Female/ Male **please circle**

School child attends: _____

My child suffers from **please tick all that apply and complete form if haven't already done so**

- Anaphylaxis Please ensure you have completed a risk minimisation form & ASCIA action plan
- Allergy Please ensure you have completed a risk minimisation form & ASCIA action plan
- Asthma Please ensure you have completed a risk minimisation form & Asthma action plan
- Other Please ensure you have completed a risk minimisation form & Medical Alert form

My child will need to take medications during vacation care **please tick**

- No
- Yes Please ensure you complete a medication Administration Form

Vacation Care	Full fee Cost \$	Child 1	Child 2	Child 3	Child 4
Monday January 5 TH – The Yard Newcastle	\$85				
Tuesday January 6 TH – Nature Experience	\$85				
Wednesday January 7 TH – Flip Out	\$85				
Thursday January 8 TH – Slime & Rocket Masterclass	\$75				
Friday January 9 TH – 9D Cinema	\$75				
Monday January 12 TH – Dolphin Cruise & Boom Net (limited spots available)	\$95				
Tuesday January 13 TH – Minute To Win it, Trivia & Disco	\$75				
Wednesday January 14 TH – Zootopia 2	\$85				
Thursday January 15 TH – Great Aussie Bush Camp	\$95				
Friday January 16 TH – Carnival Fun Day	\$75				
Monday January 19 TH – Treasure Hunt Day	\$70				
Tuesday January 20 TH – Spongebob the Movie	\$85				
Wednesday January 21 ST – Phoenix Farm	\$95				
Thursday January 22 ND – Summer splash Camp	\$75				
Friday January 23 RD – DIY Doughheads	\$75				
Monday January 26 TH – Public Holiday					
Tuesday January 27 TH – K POP Disco	\$75				
Wednesday January 28 TH – Ninja Parc	\$85				
Thursday January 29 TH – Oakvale Farm	\$95				
Friday 30 TH - Little People's Nutrition	\$75				

Parent Authorisations	Please tick	Initial
I give permission for OOSH staff on placement to film or photograph children for their assessments.	Yes <input type="checkbox"/> No <input type="checkbox"/>	
I give permission for staff to photograph my child/ren for the Adamstown OOSH Inc. Facebook page.	Yes <input type="checkbox"/> No <input type="checkbox"/>	
I give permission for staff to photograph my child/ren for the Adamstown OOSH publicity brochures and program evaluation of the centre program	Yes <input type="checkbox"/> No <input type="checkbox"/>	
I give permission for staff to apply insect repellent to my child/ren as required?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
I give permission for my child/ren to have their face painted during programmed activities.	Yes <input type="checkbox"/> No <input type="checkbox"/>	
I give permission for my child/ren to have their hair decorated with coloured hairspray and/or hair chalk.	Yes <input type="checkbox"/> No <input type="checkbox"/>	
<p>I have completed any additional information relevant to my child/ren</p> <ul style="list-style-type: none"> ➤ Risk Minimisation Form ➤ Medical Alert/ Asthma Management Plan/ Allergy/ Anaphylaxis Alert ➤ Behaviour Management Plan 	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
<p>I agree to abide by all policies of Adamstown OOSH Inc. I have read and give consent for my child/ren to participate in the activities as outlined in the risk assessments available via email or at the center.</p>		
<p>I give permission for my child to attend all excursions indicated on enrolment and participate in all activities that are confirmed which they are booked in for. I understand that this may require travel by bus (hire or public) or walking.</p>		
<p>I have read the above information and conditions and understand that there is no swapping or cancellation of days past Friday the 19th of December and any changes to bookings made after this date I will be charged for.</p>		
<p>I authorise the approved provider, nominated supervisor or educator to seek urgent medical, dental and hospital treatment including transportation by ambulance for my child/ren in the case of an accident/injury and I take responsibility for all costs involved.</p>		
<p>I have read the Adamstown OOSH Inc. policies and procedures and abide by the conditions of the use of the service and accept such responsibility as enrolment that the service imposes.</p>		
<p>I understand that non-payment of fees and/or breaches of the Adamstown OOSH Inc. policies may result in cancellation of my child/ren's place.</p>		
<p>I understand that if I leave the center and have an outstanding debt the center will give my details to a debt collector to recover the debt and I will be liable for any costs.</p>		
Parent Name:	Parent Signature:	Date:

Personal Information is required under the Children and Young Persons (Care and Protection) Act 1998. It will be held securely in a locked file and available to staff employed with Adamstown OOSH Inc.



Excursion Authorisation Form

An authorisation form must be completed for all children prior to their attendance on an excursion. If we do not receive a completed authorisation form, the child's place on the excursion will be forfeited.

Please note - the Excursion Authorisation Form must only be completed for Excursions that your child is booked in for.

Please read the attached information outlining the details of each excursion.

Child/ren's name: _____

I acknowledge that I have read the information linked above outlining the details of each excursion:

I have read the information linked above.

I authorise my child to attend the following excursions:

The Yard

Richley's Reserve

Flip Out

Dolphin Cruise

Zootopia Movie

Great Aussie Bush Camp

Spongebob Movie

Phoenix Farm

Ninja Parc & Clip 'n' Climb

Oakvale Wildlife Park

Parent's name: _____

Signature: _____ Date: _____

Excursion Information

Excursion:

The Yard

Date of excursion:

Monday 5th of January

The reason the child is to be taken outside the premises:

To engage the children in hands-on experiences that develop problem solving skills in an outdoor STEM play experience designed for large-scale builds, scientific investigation and experimental learning as part of the planned program.

A description of the proposed destination for the excursion (address and location):

57 Station Street, Waratah

The means of transport (for example 50 seater Sid fog coach):

57 seater Sid Fog Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to The Yard venue, engaging in the hands-on experience, moving from The Yard venue to bus collection.

Time period the child will be away from the premises:

9:40am – 12:30pm

The anticipated number of children likely to be attending the excursion:

50

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

7

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Richley Reserve

Date of excursion:

Tuesday 6th of January

The reason the child is to be taken outside the premises:

Visit Richley Reserve, meet up with Ranger Jaimie and participate in an exciting nature experience as part of the planned program.

A description of the proposed destination for the excursion (address and location):

Freyberg Street, New Lambton

The means of transport (for example 50 seater Sid fog coach):

57 seater Sid Fog Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to meet up point at Richley's Reserve, participating in waterworks activity, construction of bird houses, habitat making and bug catching activities, moving from Richley's Reserve to bus collection.

Time period the child will be away from the premises:

9:30am – 2:30pm

The anticipated number of children likely to be attending the excursion:

50

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

7

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Flip Out

Date of excursion:

Wednesday 7th January

The reason the child is to be taken outside the premises:

To visit Flip Out and play at the trampoline park as part of the planned program.

A description of the proposed destination for the excursion (address and location):

30 Pearson Street, Charlestown

The means of transport (for example 50 seater Sid fogs coach):

57 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to Flip Out, playing at the trampoline park during the excursion, moving from Flip Out to bus collection.

Time period the child will be away from the premises:

9:40am – 12:30pm

The anticipated number of children likely to be attending the excursion:

50

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

7

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note: A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Dolphin Cruise

Date of excursion:

Monday 12th January

The reason the child is to be taken outside the premises:

To get on a Moon Shadows dolphin cruise, cruise around the bay watching dolphins, swim in the boom net as part of the planned program.

A description of the proposed destination for the excursion (address and location):

42/52 Victoria Parade, Nelson Bay

The means of transport (for example 50 seater Sid Fogs coach):

57 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to depart from Dock D on a cruise boat, watch dolphins swim around the bay and the boat, child can get in the boom net, moving from the cruise boat at Dock D to bus collection.

Time period the child will be away from the premises:

9:00am – 1:15pm

The anticipated number of children likely to be attending the excursion:

40

The anticipated ratio of educators to children attending the excursion:

1 Educator: 4 Children

The anticipated number of staff members:

10

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Event Cinemas Glendale - Zootopia

Date of excursion:

Wednesday 14th January

The reason the child is to be taken outside the premises:

Visit Event Cinemas Glendale to watch the movie Zootopia as part of the planned program.

A description of the proposed destination for the excursion (address and location):

387 Lake Road, Glendale

The means of transport (for example 50 seater Sid fogs coach):

80 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to Event Cinemas Glendale, seated in the cinema to watch the movie, moving from Event Cinemas Glendale to bus collection.

Time period the child will be away from the premises:

9:15am - 12:45pm

The anticipated number of children likely to be attending the excursion:

70

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

10

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Great Aussie Bush Camp

Date of excursion:

Thursday 15th January

The reason the child is to be taken outside the premises:

Visit the Great Aussie Bush Camp, participate in adventure activities such as giant swing, flying fox, archery and team building challenges as part of the planned program.

A description of the proposed destination for the excursion (address and location):

Wec Camp, 30 Nentoura Road, Morisset

The means of transport (for example 50 seater Sid fogs coach):

80 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to meeting point at the camp, participate with camp supervisors in adventure activities, moving from the meeting point at camp to bus collection.

Time period the child will be away from the premises:

8:30am – 3:00pm

The anticipated number of children likely to be attending the excursion:

70

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

10

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Event Cinemas Glendale – Spongebob Movie

Date of excursion:

Tuesday 20th January

The reason the child is to be taken outside the premises:

Visit Event Cinemas Glendale to watch the Spongebob Movie as part of the planned program.

A description of the proposed destination for the excursion (address and location):

387 Lake Road, Glendale

The means of transport (for example 50 seater Sid fogs coach):

80 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to Event Cinemas Glendale, seated in the cinema to watch the movie, moving from Event Cinemas Glendale to bus collection.

Time period the child will be away from the premises:

9:15am - 12:45pm

The anticipated number of children likely to be attending the excursion:

70

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

10

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Phoenix Park Farm

Date of excursion:

Wednesday 21st January

The reason the child is to be taken outside the premises:

Visit Phoenix Farm, participate in hands-on farm activities such as harvesting fruits/vegetables, using harvested foods to make our own food and feed chickens as part of the planned program.

A description of the proposed destination for the excursion (address and location):

85 Mcfadyens Road, Phoenix Park

The means of transport (for example 50 seater Sid fogs coach):

80 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to meeting point at the farm, participate in hands-on farm activities, moving from the meeting point at the farm to bus collection.

Time period the child will be away from the premises:

9:00am – 2:30pm

The anticipated number of children likely to be attending the excursion:

70

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

10

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note:

A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Ninja Parc & Clip n Climb

Date of excursion:

Wednesday 28th January

The reason the child is to be taken outside the premises:

To visit the Ninja Parc & Clip and Climb Centre to play as part of the planned program.

A description of the proposed destination for the excursion (address and location):

Ninja Parc Newcastle, Corner Darby and Tooke St, Cooks Hill

The means of transport (for example 50 seater Sid fogs coach):

80 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to Ninja Parc & Clip N Climb, playing in Ninja parc and climbing walls during the excursion, moving from Ninja Parc & Clip N Climb to bus collection.

Time period the child will be away from the premises:

9:30am - 12:45pm

The anticipated number of children likely to be attending the excursion:

70

The anticipated ratio of educators to children attending the excursion:

1 Educator: 8 Children

The anticipated number of staff members:

10

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note: A risk assessment has been completed prior to this excursion and may be viewed at any time.

Excursion Information

Excursion:

Oakvale Farm

Date of excursion:

Thursday 29th January

The reason the child is to be taken outside the premises:

To visit Oakvale Farm, walk around and feed the farm animals, participate in milking a cow and feeding the baby animals, play at the splash zone as part of the planned program.

A description of the proposed destination for the excursion (address and location):

3 Oakvale Drive, Salt Ash

The means of transport (for example 50 seater Sid fogs coach):

80 seater Sid Fogs Coach

Requirements for seatbelts or safety restraints:

All children will have seat belts on the bus and will be required to wear them during transportation

The proposed activities to be undertaken by the child during the excursion:

Moving from bus collection to meeting point at Oakvale Farm, participate in animal feeding, walking around to see the animals, moving from Ninja Parc & Clip N Climb to bus collection.

Time period the child will be away from the premises:

9:00am – 2:00pm

The anticipated number of children likely to be attending the excursion:

60

The anticipated ratio of educators to children attending the excursion:

1 Educator: 5 Children

The anticipated number of staff members:

12

Any other adults who will accompany and supervise the children on the excursion:

N/A

Please note: A risk assessment has been completed prior to this excursion and may be viewed at any time.