



# 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](http://www.ccsd.org.au)



**CONNECTING**  
COMMUNITY SERVICES  
Dubbo Neighbourhood Centre Ltd.

## Term 3 2022 Vacation Care Booking Form /Complying Written Arrangement (CWA)

Vacation Care session fees 2022		
Vacation Care Early Bird	\$60 per child/per day	Bookings made with more than 14 days' notice.
Vacation Care	\$65 per child/per day	Bookings made with more than 7 days' notice.
Vacation Care Casual	\$70 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 <b>Child Care Subsidy CCS</b> )	<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)
	West Dubbo Vacation Care	Monday to Friday: 7.30am - 6:00pm (10.5 hrs)
	South Dubbo 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 26 <sup>th</sup> September 2022	Tuesday 27 <sup>th</sup> September 2022	Wednesday 28 <sup>th</sup> September 2022	Thursday 29 <sup>th</sup> September 2022	Friday 30 <sup>th</sup> September 2022
Monday 3 <sup>rd</sup> October 2022 <b>Public Holiday Centre Closed</b>	Tuesday 4 <sup>th</sup> October 2022	Wednesday 5 <sup>th</sup> October 2022	Thursday 6 <sup>th</sup> October 2022	Friday 7 <sup>th</sup> October 2022

**MEDICAL** Please complete if your child has a medical condition e.g. asthma, anaphylaxis

Child Name:	Medical Condition:
1:	
2:	
3:	

<p><b>Have you provided a <u>current</u> medical management plan?</b> e.g. Asthma Action Plan</p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> N/A</p>	<p><b>Does your child require medication to be administered?</b></p> <p><input type="checkbox"/> Yes   <input type="checkbox"/> No   <input type="checkbox"/> N/A</p> <p><b>If 'Yes', please tick 1 option below.</b></p> <p><input type="checkbox"/> I will supply medication to staff at the centre my child is attending.</p> <p><input type="checkbox"/> I request previously provided medication at ..... (Centre) be moved to South or West Vacation Care.</p>
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## Vacation Care Conditions:

- A fully completed current year **Enrolment Form** must have been completed before this Vacation Care booking form can be processed. Terms & conditions and authorisations/permission remain in place in accordance with the Enrolment Form, please request a new form if details have changed.
- Cancellation of any VC booking require a minimum of 7 day's written notice or full fees **will** apply.
  - The Child Care 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>
  - If your child is absent on the **first or last day** of their booking and the childcare subsidy is withdrawn the **full fee must be paid**.
- 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 wear enclosed shoes and suitable play clothing.
- Children to bring with them a drink bottle, healthy lunch, morning and afternoon tea.
- Vacation Care, like all our services, are nut free. Nuts or foods containing nut products are not permitted to be brought to the service.

## 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](mailto: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 a Negative Covid Test result is provided.
- If your child or a **household contact** tests positive on a RAT or a PCR test, your child will be unable to attend our service for 7 days from the date of the positive test.

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?				
<b>Declaration:</b> I, the undersigned, agree to the above terms and conditions for Vacation Care.				
<b>Carer's Name (CCS claimant):</b>		<b>Name of other party:</b>		
<b>Date signed:</b>		If applicable e.g one parent is the CCS claimant, but other parent signs below entering into the arrangement		
<b>Carer's Signature:</b>		<b>Other parties' Signature:</b>		

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