

4. CUSTODIAL PARENT (If Applicable)

Name: .....  
Address: .....  
.....  
Phone: .....  
Relationship to the child: .....  
Place of employment: .....  
\* Custodial .....  
having legal access/custody  
\* Details of court order(s) (if applicable):

5. EMERGENCY CONTACT

(other than Parent/Guardian)

(i) Name: .....  
Address: .....  
Phone: ..... (h) ..... (w)  
Mobile: .....  
(ii) Name: .....  
Address: .....  
Phone: ..... (h) ..... (w)  
Mobile: .....

6. People Authorised to Collect Child

7. Special information/Further Information

**APPLICANT DECLARATION AND INDEMNITY**  
I have read the conditions of enrolment and agree to abide by them in every respect. I acknowledge that my child will be exposed to all normal risks that may be associated with this program. In consideration of the School admitting my child to the Before and After School Care Program, I hereby agree that I will indemnify the School, its Officers and Agents and keep them indemnified against all claims, demands, actions, and liabilities of any kind arising (other than due to wilful negligence) in the course of my child's participation in the Before & After School Care and Vacation Care programs. I authorise the School, its officers, servants or agents in the event of any accident or illness, to obtain such ambulance, medical and hospital assistance as required, and agree to meet any and all expenses thereby incurred.

Signature of parent/guardian .....

Date

**ACCEPTANCE**

Your acceptance of these conditions is acknowledged by your signature of this enrolment form. Failure to comply with any of the outlined conditions will result in your child's attendance being reviewed.

**HOW TO ENROL**

Enrolment, booking and payment may be made a week in advance or on the first day of the week of your child's booking. You may pay in person, by post or eft to:

The Co-ordinator  
OFGS Care  
Oxford Falls Grammar School  
1078 Oxford Falls Road  
Oxford Falls NSW 2100

**FEES**

Registration - \$30.00 per family per annum for Before and After School Care and separate registration for Vacation Care of \$30 per program.

**PERMANENT RATES**

(If paid half term or full term)

BEFORE SCHOOL CARE - \$18.00 (7.00am to 8.55am)  
AFTER SCHOOL CARE PER DAY - \$28.00 (2.45pm to 6.30pm)

**CASUAL RATES**

BEFORE SCHOOL CARE - \$20.00 (7.00am to 8.55am)  
AFTER SCHOOL CARE PER DAY - \$30.00 (2.45pm to 6.30pm)

LATE PAYMENT FEE - EXTRA - \$20.00 (6.35pm to 7.00pm)  
LATE FEE TO 3:45pm \$20.00

OFGS PERFORMING ARTS STUDENTS - \$20.00 for additional time (before and/or after classes) per day

VACATION CARE - Monday to Friday (7.30am to 6.30pm)

\$62.00 per day  
\$300.00 full week  
\$30.00 registration

For more information phone June Scifo - Coordinator

9975 6398 (w)  
0410 489 192 (m)  
E-mail: scifo@optusnet.com.au  
www.ofgs.nsw.gov.edu.au

February '15



**OXFORD FALLS GRAMMAR  
SCHOOL CARE**

Before and After School Care  
and  
Vacation Care

5-13 Years

1078 Oxford Falls Road  
Oxford Falls NSW 2100  
Phone (02) 9975 6398  
Mobile 0410 489 192  
Fax (02) 9451 8174  
email: scifo@optusnet.com.au

## BEFORE AND AFTER SCHOOL CARE PROGRAM

### What is it?

OFGS Care operates a Before School Care and After School Care program which is open every school day. The program caters for school children aged 5 to 13 years. Children enrolled in the Before and After School Program are met at the school by the Coordinator. After the roll is marked, children are served morning/afternoon snack, which usually consists of fresh water, diluted apple juice, wholemeal sandwiches, gluten free rice and corn crackers, carrot, celery, cucumber sticks, cherry tomatoes and fresh fruit in season.

Staff at the centre aim to provide a homely and stimulating atmosphere in a safe environment of structured activities and supervised games and play. Children can involve themselves in a variety of activities including indoor and outdoor games, arts, crafts, sports, creative play, board games, homework help, reading and quiet time. Professional sports coaches conduct organised sporting games three times a week, for example, soccer, basketball, cricket and handball.

If parents or guardians are unable to collect their child by the closing time of 6.30pm, they are asked to inform the Coordinator to confirm pick-up time.

The Coordinator welcomes discussion with parents and will keep them informed of their child's progress.

Further information can be provided by contacting our program Coordinator on phone (w) 9975 6398 or (m) 0410 489 192.

## VACATION CARE PROGRAM

Registration fee of \$30 per family is charged for each vacation program.

The Vacation Care Centre offers an array of exciting activities including excursions, art and craft, sports, games and drama in a fully supervised recreational environment. The Centre is set up to cater for daily or weekly bookings. The Centre welcomes 5 to 13 year old children. Times: 7.30am to 6.30pm – OFGS school holidays. No refunds given for cancellation.

## CONDITIONS OF ENROLMENT

In order to provide a quality, caring and safe Before and After School Hours service and Vacation Care Program for your child, the Centre asks for your co-operation by complying with the following conditions.

### Enrolment

Immunisation, Asthma/Anaphylaxis forms and Indemnity must be completed before a child is accepted into the program.

### Medical and Other Needs

Should you need to make BASC staff aware of medical needs, **please contact BASC staff directly by phone or email.** Asthma, anaphylaxis, disabilities, illnesses or family circumstances that may affect the child are to be included on the enrolment form. There is a special Asthma form to be completed with a photograph of the child required.

Children must be signed out on the roll when picked up from the Centre.

**Access to the child will only be given to persons nominated on the enrolment form. Prior notice in writing is required if any other person is to have access to the child.**

Changes to any information on the enrolment form must be given to staff at the Centre.

The Centre's responsibility begins when the child arrives at the Centre or when staff meet the child at the school. Parents, please notify your child's teacher of intended BASC booking days.

If your child is unable to attend the Centre on a booked day, please phone the Before & After School Care Centre on (w) 9975 6398 or by ringing/sms Coordinator on (m) 0410 489192.

Contract fees should be paid at the beginning of the term your child attends the Centre by eft/cash/cheque. Casual bookings should be paid on the day.



## ENROLMENT FORM

*Complete one form for each child.*

1. Child's Details    Registration No: .....  
Name: .....  
D.O.B.:.....M/F  
C.R.N.:.....  
Address: .....  
.....  
School: .....  
Country of Birth: .....  
Language(s) spoken: .....  
Disability: .....  
Medical History (e.g. Allergies/Asthma)  
Form received Yes/No .....  
.....  
Immunisation History Statement received Yes/No
2. MOTHER/GUARDIAN  
Name:.....  
D.O.B. ....  
C.R.N.....  
Address: .....  
.....  
Email: .....  
Phone: ..... M: .....  
Place of employment: .....  
Business Phone No: .....  
Country of Origin: .....  
Language(s) spoken: .....
3. FATHER/GUARDIAN  
Name:.....  
Address: .....  
.....  
Email: .....  
Phone: ..... M: .....  
Place of employment: .....  
Business Phone No: .....  
Country of Origin: .....  
Language(s) spoken: .....

