

Dear Families,

Please see attached the Vacation Care program for Gray OSHC and the associated authorisation forms and risk assessments for each listed excursion and incursion in our program.

To enrol in the upcoming Vacation Care program please ensure the following steps are completed:

1. An enrolment form for Gray OSHC has been submitted via Kangaroo Time
2. The KT Connect App has been downloaded

Once these steps are complete, you'll be able to book your Vacation Care sessions as casual bookings through the KT Connect App. Please refer to the attached step-by-step instructions for guidance.

Please be aware that bookings are subject to availability. If your desired dates are unavailable, please contact the service to be placed on the waitlist for those sessions.

By enrolling in the Vacation Care program, you acknowledge and understand the following:

- I am aware of the risks associated with the excursions and incursions I have booked for my child.
- I have provided a signed authority for my child to attend each excursion or incursion that I have booked.
- I will ensure my child arrives at the service by the designated excursion departure time, and I understand that if my child does not have the required items for the day, they may not be able to attend the excursion.
- I understand that my child may not be able to attend an excursion or incursion if they do not demonstrate the required behaviours for their own safety (e.g. listening, staying with the group, and following Educator instructions).
- I have updated all emergency contacts in my KT Connect App.
- I have submitted an updated Medical Management Plan for my child, if applicable.
- I understand that I will be charged for all absent days, and I will notify the service as soon as possible by marking my child absent on KT Connect.
- I understand that my child must be signed in and out of the Vacation Care program each day by a Parent/Guardian or authorised person listed in the enrolment form.

If you have any questions or need assistance with the enrolment or booking process, please don't hesitate to contact us.

Warm regards,

Adam Sharpe

Nominated Supervisor



KT Connect App

Download the **KT Connect App** to manage your account



KT Connect is an application designed specifically for parents and guardians to view your account balance, make payments and change your kiosk pin.

Below are the steps you need to download and start using the KT Connect app.

01

Download
the Mobile
Application

**02**

Verify your
account

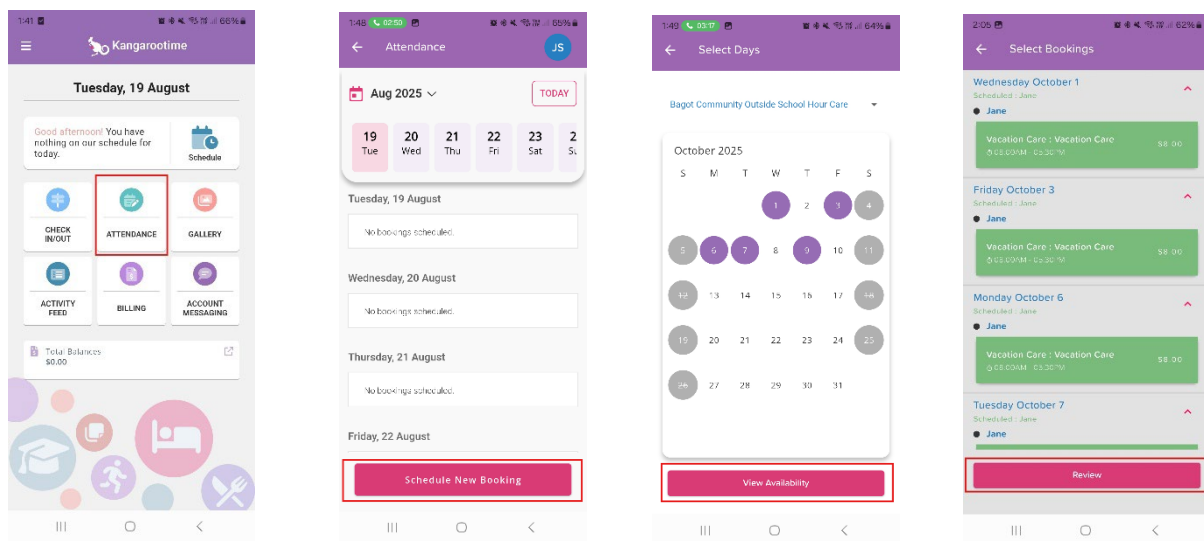
**03**

Set your
pin code

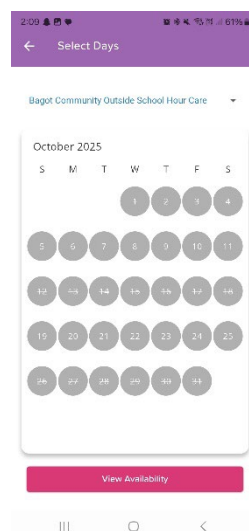


Booking Casual Days

1. Open your KT Connect App
2. Tap **Attendance**
3. Select **Schedule New Booking**
4. Tap the days you need Vacation Care. The selected days will turn purple.
5. Tap **View Availability**
6. Select each available booking. Chosen bookings will turn green.
7. Tap **Review**
8. Check the details of your selected bookings, then tap **Confirm**



Dates which are unavailable will appear grey. Please contact the service to be placed on the waitlist for those sessions.



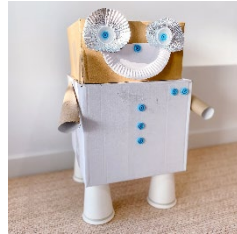
Monday 21st September



Clay play

Create imaginatively with clay

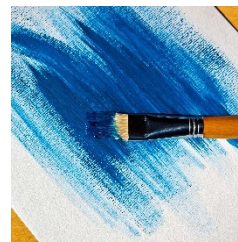
Tuesday 22nd September



Cardboard creation

Creative play with various cardboard. Bring your own or use OSC's supply

Wednesday 23rd September



Painting day

Paint imaginatively on canvas' supplied by OSC for each child.

Thursday 24th September



Top End critters reptile visit (Incursion)

Visit from Top End critters, to show children reptiles.

Friday 25th September



Cooking fun day

Assist educators with cooking mini pizzas to eat afterwards

Monday 28th September



Water play day

Children to enjoy water play fun, bring a towel and spare clothes.

Tuesday 29th September



Sensory play day

Children to participate in sensory experiences, offering slime/play-doh.

Wednesday 30th September



Sports day

Children offered to participate in sports activities, such as soccer, basketball, handball.

Thursday 1st October



Block building and drawing competition

Competition for children, whoever puts the most effort in their creation wins

Friday 2nd October



Vac care party

Enjoy dancing, musical freeze and healthy party food offered.



The Attendance Fee is \$85.70 per day (less CCS for qualifying families) inclusive of excursion entrance fees, activities, morning tea, afternoon tea, and transportation.



Monday 5th October



**Electronics day (No
mobile phones)**

Children able to bring
electronic devices in with
permission from parents.



The Attendance Fee is \$85.70 per day (less CCS for qualifying families) inclusive of excursion entrance fees, activities, morning tea, afternoon tea, and transportation.

Authority to Attend - Incursions

Incursion Information	
Lead Educator with Duty of Care:	Adam Sharpe
Date of proposed incursion:	24 th September 2026
Description of the proposed incursion:	Top End Critters reptile visit
Your child will participate in the following activities:	Observing animals, holding, touching and waiting their turn
A risk assessment has been prepared for this excursion and is available at the service upon request.	

Authorisation for the proposed excursion by Parent/Guardian/ Authorised Person	
I _____ hereby give permission for _____	
to attend the proposed incursion. Signature: _____ Date: _____	



Authority to Attend - Incursions

Incursion Information	
Lead Educator with Duty of Care:	Adam Sharpe
Date of proposed incursion:	28 th September 2026
Description of the proposed incursion:	Water play day
Your child will participate in the following activities:	Participate in water play, water balloon games.
A risk assessment has been prepared for this excursion and is available at the service upon request.	

Authorisation for the proposed excursion by Parent/Guardian/ Authorised Person	
I _____ hereby give permission for _____	
to attend the proposed incursion. Signature: _____ Date: _____	



Authority to Attend - Incursions

Incursion Information	
Lead Educator with Duty of Care:	Adam Sharpe
Date of proposed incursion:	24 th September 2026
Description of the proposed incursion:	Technology day (no mobile phones)
Your child will participate in the following activities:	Bring a device in of their choice, such as tablet, switch, etc. Use will be timed then children will be turning off technology and going to do other activities. No inappropriate apps/games to be played. No taking photos of other children.
A risk assessment has been prepared for this excursion and is available at the service upon request.	

Authorisation for the proposed excursion by Parent/Guardian/ Authorised Person	
I _____ hereby give permission for _____	
to attend the proposed incursion. Signature: _____ Date: _____	

