

Dear Families,

Please see attached the Vacation Care program for Lockridge OSHC Campus 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 Lockridge OSHC Campus 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,

[SERVICE LEADER NAME]

[POSITION]



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



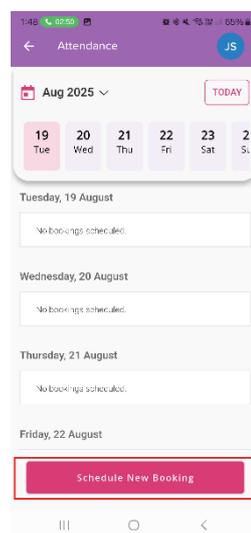
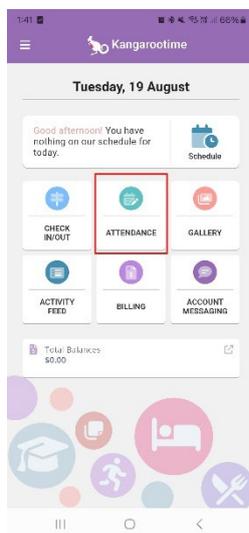
03

Set your
pin code

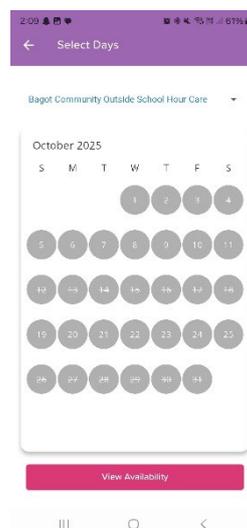


Booking Casual Days

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 5th JANUARY



Messy Play

Slime, goop, & playdough fun with water play, games & prizes

Tuesday 6th JANUARY



Trip Around the World

We're taking a trip around the world! First stop – Mexico. Taco Tuesday Lunch and fiesta celebrations with face painting, arts & crafts, & more!

Wednesday 7th JANUARY



Dance & Fitness Incursion

Team sports with teambuilding games & prizes on offer!

Thursday 8th JANUARY



Water Carnival

Fun water games with water balloons and activities throughout the day

Friday 9th JANUARY



Silent Disco

Dress up fun with party games and prizes for the best dressed! Water play throughout the day!

Monday 12th JANUARY



Soccer Incursion

Waterplay fund with team games & more!

Tuesday 13th JANUARY



Nailed It!

STEM fund through cooking challenges – we get to eat what we make! Which team will win our first competition!?!

Wednesday 14th JANUARY



Trip Around the World

Second stop – Korea & Japan! Kpop fun with Huntrix themed party & games. Origami, painting, and so much more!

Thursday 15th JANUARY



OSHC Has Talent!

Talent showcase with singing, dancing, & costumes! Trophy & prizes to be won! Ball sports with water play in the afternoon!

Friday 16th JANUARY]



Crazy Hair Day

Crazy hair day and 90s-day theme party fund & prizes galore. Colour Run Fun!



Monday 19th JANUARY



Superhero Day

Superhero fun day with dress ups, a water disco & activities throughout the day.

Tuesday 20th JANUARY



Dodgeball Incursion

Dodgeball incursion fund and Lego Master Builders competition.

Wednesday 21st JANUARY



Slip & Slide

Slip & Slide and bubbles fun day with games and prizes to be won!

Thursday 22nd JANUARY



Trip Around the World

Third stop – India. With food sampling, mandala activities, jewellery making, painting and more!

Friday 23rd JANUARY



Teddy Bears Picnic

Water sports and Olympic challenges along with ice cream making at our Teddy Bears picnic!

Monday 26th JANUARY



Public Holiday

Close for Australia Day Public Holiday.

Tuesday 27th JANUARY



Disney Day

Disney Day fund with dress ups, themed activities, and music fun. Giant cinema & popcorn fun too!

Wednesday 28th JANUARY



Trip Around the World

Last stop – Italy. Soccer Incursion fun with pasta and pizza making, mask decorating, and feature movie – BRUNO!

Thursday 29th JANUARY



Pirate Day

Pirate day fun with dress ups, arts & crats, and activities. Follow the map for a scavenger hunt with gold coins and prizes to be won!

Friday 30th JANUARY



Back to School Party

Back to school party fun with a party food buffet, party games, and NEON disco fun throughout the day. Water balloon challenges and so much more!

Authority to Attend - Incursions

| Incursion Information | |
|--|--|
| Lead Educator with Duty of Care: | |
| Date of proposed incursion: | |
| Description of the proposed incursion: | |
| Your child will participate in the following activities: | |
| 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: _____ | |

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