



## PCYC HAWKESBURY COLO HEIGHTS PROGRAM

During the Summer School Holiday period PCYC Hawkesbury will be running FREE activities for children aged 5-12 years at Colo Heights community centre. This includes a mixture of activities!

Tuesday 11<sup>th</sup> April 2023 and Wednesday 12<sup>th</sup> April 2023.

Cost Per Child	Sign In	Sign Out
FREE!	9am	3:00pm
<b>What to wear:</b> sleeved shirt, shorts/tights, <u>enclosed</u> shoes with socks. Sunscreen and hat.  Please note that some activities may be messy. Feel free to pack art smock or extra clothes.	<b>What to bring:</b> a labelled bag to hold belongings, water bottle, sunscreen and a hat.  Any medication your child/ren's might take and instructions to do so.	

Please complete the form below:

First Name	Last Name	D.O.B.	Medical Conditions/Special Needs
1.			
2.			
3.			
4.			
Emergency Contact Details of Parent / Guardian:			
Full Name		Relationship	
Contact Number		Date of Birth	
Email			
Address			

To enrol please place your child's number (1,2,3,4) in the selection box

Activities (9am – 3pm)	Selection (please tick)
<b>Tues 11.04.2023 – Lego, Laser Tag, Sand Art, Relays, and MORE!</b>	
<b>Wed 12.04.2023 – Skateboard workshop, Dodgeball and MORE!</b>	

\*children may select one or both days

## Lunch Order Options

ORDER	SELECTION - please place number (1,2,3,4) in box	TUES 11 <sup>TH</sup> (please tick)	WED 12 <sup>TH</sup> (please tick)
Chicken noodles			
Beef Noodles			
Cheese and Bacon Pizza			
Pie			
Sausage Roll			
Hot Dog			



## PCYC HAWKESBURY HOLIDAY ACTIVITIES

PLEASE TICK EACH BOX - I acknowledge and agree:

- DROP OFF: 9:00 PICK UP: 3:00pm**
- I accept full responsibility for my child/ren's personal belongings.
- PCYC Hawkesbury is authorised to obtain medical assistance required in the event of any unforeseen accident or illness and I agree to meet any expenses attached hereto.
- I accept full responsibility for my child/ren's behaviour during the program and in the event of misbehaviour, I will be contacted and asked to collect my child/ren.
- I, the undersigned, agree that neither the PCYC nor its partners are liable for any losses, damage and/or injury occurred and/or sustained by my child/ren in attending the School Holiday Program.
- I, the parent/guardian, have read and agree to the attached Essential Information and agree to terms and conditions outlined.**

I \_\_\_\_\_ declare that I understand and agree to the indemnity statement acknowledgements and terms and conditions of school holiday activities at PCYC Hawkesbury. I have read and understood the terms and conditions.

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff member



### **Terms and Conditions:**

- Please return the enclosed enrolment form to the PCYC Hawkesbury as soon as possible.
- Forms can be submitted by either handing them into the club, or emailing them to [hawkesbury@pcycnsw.org.au](mailto:hawkesbury@pcycnsw.org.au) Subject: **SUMMER SCHOOL HOLIDAY ACTIVITIES**
- All participants must be signed in and out of the program each day. You will be asked to check medical details, contact numbers and ensure that the child has adequate food for the day.
- Please provide details of person picking up child at the end of the day on the sign in process. If circumstances are to change then please contact the centre to provide details of who will be picking up if listed differently on the form.
- Except for any liability which cannot be excluded by law, PCYC is not liable for any loss or damage suffered by any person as a result of that person's participation in the holiday program.

### **Program Times:**

- Children must be signed in and out of all programs by a parent/caregiver. Sign in 9:00am and sign out 3pm.
- Program officially starts at 9am and finishes at 3:00pm.

### **Inappropriate Behaviour:**

- Rules are established for the safety and well-being of all participants. Disregarding rules may result in exclusion from the program following consultation with program staff and parents/guardians.
- If a participant displays inappropriate behaviour, staff will speak to the participant about the rules and positively reinforce alternative behaviour. If no improvement is seen the participant will be given time out.
- If a participant physically harms another child or staff, time out will be given, and the parent/guardian contacted.
- For other serious incidents, the participant's parent/guardian will be contacted and required to collect their child from the facilities.

### **What to bring:**

- Enclosed shoes appropriate for a wide range of activities, including sports
- Appropriate comfortable clothing suitable for activities and weather conditions
- Water bottle.
- Sunscreen and a hat.
- Any medicines or medical equipment required (see medical notes below)
- Please clearly label ALL items brought to the Police Citizens Youth Club. PCYC takes no responsibility for lost property. Families are advised not to bring valuables to the club, and to label all personal belongings.

### **What not to bring:**

- No mobile phone / electronic devices.
- If, for safety, reasons your child needs to have their phone with them this will need to be put in writing.

### **Medication / Allergies /Special Needs:**

- PCYC NSW staff can only administer medications that are in the original packaging with original pharmacy label, or a script signed by a medical professional. We cannot administer medication without this information.
- Program staff will administer basic first aid where required and PCYC NSW has the right to contact an ambulance if deemed necessary by the staff.
- If a participant becomes ill or is displaying signs of cold or flu like symptoms a staff member will contact parent/carer and discuss appropriate action in line with current Government COVID-19 protocols.
- In the case of an emergency, staff will directly contact the participant's emergency contacts on the membership form.