

8.30am-3pm  
\$70 per  
day

Kindy-  
Year 6



Add Extended Hours  
(3pm- 6pm) for \$30

# School Holiday Program



**Important information:**

- Please return the enclosed enrolment form to the PCYC North Sydney as soon as possible Spaces are limited and will book out.
- Forms can be submitted by either handing them into the club, or emailing them to [northsydney@pcycnsw.org.au](mailto:northsydney@pcycnsw.org.au)
- Enrolment will only be confirmed upon full receipt of payment and completion of booking forms.
- All booking forms must be completed in full, with payment details or Creative Kids Vouchers to be accepted.
- \$70.00 per child per day
- All participants must be PCYC members to attend PCYC programs – junior membership \$15.00. Membership will be processed with the completed details if membership not already held.
- Activities do not start until 9am ... (8.30am-9am Drop Off/Free Time) **PICKUP BY 3PM**

**Program Times:**

- Drop off is between 8:30am and 9:00am
- Program officially starts at 9:00am and finishes at 3:00pm
- Children must be picked up by 3:00pm. Children not picked up by 3pm will be charged \$30 for extended hours (3pm-6pm)
- Children ***must be signed*** in and out of the program.
- Children will not be allowed to leave the program with anyone other than those nominated on the enrolment form.

**Age Limits:**

- Primary school aged children, minimum 5 years old, maximum 12 years old. Must attend school – no pre-schoolers!

**Enrolment:**

- Enrolments will only be secured on full completion of forms and full receipt of payment.
- Enrolments will close when maximum capacity is reached (Maximum capacity is 30 or 45 participants depending on activity).

**What to bring:**

- Drinks, lunch, snacks and food for the whole day
- Water bottle
- Enclosed shoes with rubber sole - children will not be allowed to participate in some activities without correct footwear
- Sunscreen & hat
- **DO NOT** bring mobile phones/electronics
- Please clearly label ALL items brought to the club. PCYC takes no responsibility for lost property.
- Families are advised not to bring valuables to the club, and label all personal belongings.

**Allergies / Special Requirements:**

- Parents are required to inform the centre of any allergies their child has when enrolling – please provide an action plan prior to attendance.
- Parents are requested to explain known triggers, symptoms and management strategies when dropping off their child to help staff recognise and treat the condition.
- Please advise the centre of any special requirements/behavioural issues.

**Medication:**

- Parents are required to inform the club of any medical conditions their child has when enrolling.
- Parents are requested to explain known triggers, symptoms and management strategies when dropping off their child to help staff recognise and treat the condition.
- Please advise the centre of any special requirements.
- Medication can only be administered by staff with written permission including signatures from parents/guardians.

**Cancellation policy:**

- There are no cancellations, refunds or credits once your booking has been processed, unless a medical certificate is supplied for the day/s missed within one week of the missed day/s.
- Transfers to other days may be permitted if notice is given and there is availability on required days.

**Inappropriate Behaviour:**

- 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 immediate collection.
- For other serious incidents the participant's parent/guardian will be contacted. Children may not be permitted to attend future dates at staff discretion.

**If you still have any questions, please contact the club:**  
[northsydney@pcycnsw.org.au](mailto:northsydney@pcycnsw.org.au) or call 99552944

**Please complete ALL requested information.**

**Options for registering:**

1. Bring in to the centre
2. Email to: [northsydney@pcycnsw.org.au](mailto:northsydney@pcycnsw.org.au)
3. [Book online](#)

**Parent/Guardian Information:**

Parent/Guardian Name: <small>(Will be the first emergency contact)</small>	
Address:  <div style="text-align: right;">Postcode:</div>	
Phone 1:	Phone 2:
Email: <small>(Enrolment confirmation will be sent by email only):</small>	
Emergency Contact Name: <small>(Must be different to above)</small>	Phone:
How did you hear about us?	

**Indemnity Statement**

I, the parent/guardian, have read and agree to the attached Essential Information and agree to terms and conditions outlined below: (please initial each box)

- I accept full responsibility for my child/ren's personal belongings.
- PCYC Northern Beaches 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.

**Parent/Guardian Name:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Other Adult authorised to collect child/ren:** \_\_\_\_\_

Children's Names	DOB	PCYC Member Y/N	Attended PCYC Holiday Program previously	If child is not already a PCYC member, A Membership can be processed by our staff with the details provided on this form (\$15.00 per year).
1.				
2.				
3.				
4.				
<b>If children have any behavioral issues, allergies or medical conditions, please submit an action plan form in order to assist staff to handle any incidents effectively.</b>				

<b>TOTAL PAYABLE</b>	
TOTAL	
+ MEMBERSHIP/S (\$15.00)	
+ EXTENDED HOURS	
+ LUNCH ORDER/S	
- CREATIVE KIDS VOUCHER/S	
<b>TOTAL PAYABLE \$</b>	

**If you are claiming your Creative Kids Voucher, please also attach a copy of the voucher to this form. (Note: The whole voucher must be claimed i.e. \$100 – there will be no refunds/credits).**

**Payment:**

Please circle:      VISA                      MASTERCARD

Card #:

Name on Card:

Signature:

Expiry Date:

CVC #:

DATE	ACTIVITIES	PROGRAM	EXTENDED HOURS	LUNCH ORDER	If you still have any questions, please contact the centre: <a href="mailto:northsydney@pcycnsw.org.au">northsydney@pcycnsw.org.au</a> or call 9955 2944
Monday December 19	Multisport & Christmas Plaster Painting				<p style="text-align: center;"><b><u>\$10 LUNCH ORDERS</u></b></p> <p>Please mark your choice next to the day. Includes fruit salad, juice and chips.</p> <p><b><u>Toastie</u></b> - ham, cheese  <b><u>Sandwich</u></b> – vegemite or jam  <b><u>Sausage roll</u></b> – beef  <b><u>Pie</u></b> – beef</p> <p>We suggest also packing some snacks and a water bottle if purchasing a lunch order, as children take both a recess and lunch break.</p> <p><b>NOTE:</b> Pre-order only. Lunch may not be able to be purchased on the day, and will incur a \$15.00 charge.</p>
Tuesday December 20	Basketball & Make a Christmas Card				
Wednesday December 21	Multisport & Make a Christmas Ornament				
Thursday December 22	Soccer & Make a Christmas Suncatcher				
Tuesday 3 <sup>rd</sup> January	Ninja Warrior & Make Your Own Ice Cream Experiment *Please advise of food allergies				
Wednesday 4 <sup>th</sup> January	Laser Tag & Magazine Collages				
Thursday 5 <sup>th</sup> January	Multisport & Scavenger Hunt				
Friday 6 <sup>th</sup> January	Basketball & Boxing & Free Drawing				
Monday 9 <sup>th</sup> January	Soccer & Make a Lava Lamp *BYO 600ml plastic bottle				
Tuesday 10 <sup>th</sup> January	Multisport & Floor is Lava & Floating Ink Experiment				
Wednesday 11 <sup>th</sup> January	Ninja Warrior & Chalk Art				
Thursday 12 <sup>th</sup> January	Multisport & Disco Dance Party				
Friday 13 <sup>th</sup> January	Laser Tag & Make a Marble Run				

DATE	ACTIVITIES	PROGRAM	EXTENDED HOURS	LUNCH ORDER
Monday 16 <sup>th</sup> January	Laser Tag & Balloon-Powered Car Experiment *BYO household recyclables e.g. bottles, plastic lids, straws			
Tuesday 17 <sup>th</sup> January	Mini Olympics & Flag Making			
Wednesday 18 <sup>th</sup> January	Multisport & Floor is Lava & Magic Milk Experiment			
Thursday 19 <sup>th</sup> January	Multisport & Minute-To-Win-It Challenges			
Friday 20 <sup>th</sup> January	Soccer & Free Painting & Lego			
Monday 23 <sup>rd</sup> January	Multisport & Indigenous Art			
Tuesday 24 <sup>th</sup> January	Basketball & Nerf Battle & Lego			
Wednesday 25 <sup>th</sup> January	Multisport & Australia Day Craft			