



# SCHOOL HOLIDAY PROGRAM + CLINIC

## ENROLMENT FORM

**ACTIVE AND CREATIVE KIDS VOUCHERS ACCEPTED**

<b>Mon 25th Active Kids</b>	<b>Soccer World Cup - (skills, drills &amp; games) - wear your team jersey!</b>
<b>Tues 26th Active Kids</b>	<b>Nerf Wars + Dodgeball + Handball + Team Sports</b>
<b>Wed 27th Creative Kids</b>	<b>DIY Day! - Get hands on for a day of DIY activities Emergency Services Visit</b>
<b>Thur 28th Creative Kids</b>	<b>Messy Day! Paint Throwing + Finger Painting + Slime Making</b>
<b>Fri 29th Active Kids</b>	<b>Healthy Heart Day! Cooking + Fitness Challenges + Sport Activities</b>
<b>Mon 2nd</b>	<b>PUBLIC HOLIDAY - CLOSED</b>
<b>Tues 3rd Creative Kids</b>	<b>Pyjama Day! Build a Fort + Lego Masters + Foil Art/Clay Sculpting - Come in your pjs</b>
<b>Wed 4th Active Kids</b>	<b>Soccer World Cup - (skills, drills &amp; games) - wear your team jersey!</b>
<b>Thur 5th Active Kids</b>	<b>Meet My Squad Day! Team Sports/Challenges (Scavenger Hunt, Ninja Warrior, Soccer)</b>
<b>Fri 6th Active Kids</b>	<b>Nerf Wars + Dodgeball + Handball + Team Sports</b>

# TERMS AND CONDITIONS

## 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 between 3:00pm and 4:00pm.

## Booking and Enrolment Process:

- All participants must be a current PCYC member to take part in the holiday program.
- Full payment is required upon booking, bookings will not be confirmed or reserved without full payment.
- Please return the enclosed enrolment form to the PCYC Raymond Terrace as soon as possible - spaces are limited.
- Forms can be submitted by either handing them into the club, or emailing them to [portstephens@pcycnsw.org.au](mailto:portstephens@pcycnsw.org.au)
- Active/Creative are accepted on selected days. All vouchers must be downloaded via Service NSW before they can be used to book programs. No programs can be booked using a voucher if you have not provided a copy of the voucher to PCYC NSW and the full monetary value must be paid.

## What to bring:

- Water, recess and lunch.
- Enclosed shoes with rubber sole - children will not be allowed to participate in some activities without correct footwear
- DO NOT bring mobile phones/electronics
- 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.

## Signing In and Out (on the day)

- 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.
- Children will not be allowed to leave the program with anyone other than those nominated on the enrolment form, unless organised with PCYC staff prior.

## Allergies / Special Requirements:

- Parents are required to inform the centre of any allergies 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.

## Program Code of Conduct:

- All participants must follow the rules set by PCYC NSW coaches during the program. Safety is always our priority and the rules set by the PCYC coaches reflect this.
- If a participant is displaying behaviour that is not safe and appropriate for the program and the other participants, a warning will be issued to highlight the behaviour is unacceptable and will not be tolerated. Upon repeat behaviour, PCYC staff will contact the parent/carer and discuss appropriate action. If more appropriate behaviour is not displayed and this affects the safety of other participants, the child's enrolment will be cancelled for the remainder of the program and days enrolled.

## Cancellation Policy:

- All bookings are non-refundable (including change of mind). A child can be provided with 'family credit' to the value of the booking if a valid medical certificate can be provided for the day/s scheduled to attend.
- Family credit must be used within 12 months from date of issue
- Transfers to other days may be permitted if notice is given and there is availability on required days.

**If you still have any questions, please contact the club:**  
[portstephens@pcycnsw.org.au](mailto:portstephens@pcycnsw.org.au) or call 02 4981 3099

Date	School Holiday Program (\$50 Full Day or \$25 Half Day)	Select Days Attending School Holiday Program	Clinic (\$30) Vouchers NOT accepted for Clinics	Select Days Attending Clinic
<b><u>WEEK 1 - September</u></b>				
Monday 25 <sup>th</sup> Active Kids	Soccer World Cup! Skills, Drills & Games. Wear Your Team Jersey!		Gymnastics Clinic 9am-12pm	
Tuesday 26 <sup>th</sup> Active Kids	Nerf Wars + Dodgeball + Handball + team sports		Basketball Clinic 9am-12pm	
Wednesday 27 <sup>th</sup> Creative Kids	My Future Career Day! DIY Day + Build Your Own Board Game/ Tool Boxes		Gymnastics Clinic 9am-12pm	
Thursday 28 <sup>th</sup> Creative Kids	Messy Day! Paint Throwing + Finger Painting + Slime Making		Basketball Clinic 9am-12pm	
Friday 29 <sup>th</sup> Active Kids	Healthy Heart Day! Cooking + Fitness Challenges + Sport Activities		Gymnastics Clinic 9am-12pm	
<b><u>WEEK 2 - October</u></b>				
Monday 2 <sup>nd</sup>	<u>CLOSED – PUBLIC HOLIDAY</u>			
Tuesday 3 <sup>rd</sup> Creative Kids	PJ DAY! Build a Fort + Lego Masters + Foil Art Come in your PJs!		Gymnastics Clinic 9am-12pm	
Wednesday 4 <sup>th</sup> Active Kids	Soccer World Cup! Skills, Drills & Games. Wear Your Team Jersey!		Basketball Clinic 9am-12pm	
Thursday 5 <sup>th</sup> Active Kids	Meet My Squad Day! Team Sports/Challenges + The Amazing Race + Ninja Warrior + Soccer		Gymnastics Clinic 9am-12pm	
Friday 6 <sup>th</sup> Active Kids	Nerf Wars + Dodgeball + Handball + Team Sports		Basketball Clinic 9am-12pm	

**Please complete ALL requested information.**

**Options for registering:**

1. Bring in to the centre
2. Email to: [portstephens@pcycnsw.org.au](mailto:portstephens@pcycnsw.org.au)

**Parent/Guardian Information:**

Parent/Guardian Name:

(Will be the first emergency contact)

Address:

Postcode:

Phone 1:

Phone 2:

Email:

(Enrolment confirmation will be sent by email only):

Emergency Contact Name:

(Must be different to above)

Phone:

How did you hear about us?

**Indemnity Statement**

I, the parent/guardian, have read and agree to the terms and conditions above as well as outlined below:

- ☐ I accept full responsibility for my child/ren's personal belongings.
- ☐ PCYC Port Stephens 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.				

**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.**

TOTAL PAYABLE		
TOTAL	COST	
+ PCYC MEMBERSHIP	\$15	
+ SCHOOL HOLIDAY PROGRAM	\$50 per day	
+ CLINIC	\$30 per clinic	
+ HALF DAY	\$25 per day	
- CREATIVE/ ACTIVE KIDS VOUCHER		
TOTAL PAYABLE \$		

*If you are claiming your Creative/ Active Kids Voucher, please also attach a copy of the voucher to this form.*

Payment:	
Please circle:	VISA                      MASTERCARD
Card #:	
Name on Card:	Signature:
Expiry Date:	CVC #: