

Vacation Care Booking Procedure

How to Book?

NEW Families
Never used our service

EXISTING Families
Enrollment done in the past

Step 1. Enrol your child/ren on our website

If you are **NOT** already enrolled at Grange PS OSHC services an Enrolment Form must be filled out.

<https://grangepsoshc.fullybookedccms.com.au/family>

Please be sure to enter medical & emergency information and include your CRN details if you wish to claim subsidies.

Step 1. If you have previously enrolled with us please **DO NOT enrol again (you will be doubling up your enrolment)** ... Just complete **step 3.**

Step 2. Once all your details are correct you can then proceed to book your child/children into Vacation Care.

Step 3. To book into a session:

- Sign into your Fully Booked account and navigate your way to 'preview current bookings
- Click 'Edit Bookings' (Follow the instructions "[How to Make Bookings in Fully Booked](#)")
- After you have selected your desired bookings click 'Confirm'
- Once you have clicked on the 'Confirm' button you will automatically be agreeing to our terms and conditions. You will also be 'confirming' your permission for your child/children to attend any excursions that you selected. **No hard copy booking or permission forms are required.**
- Your booking is now in place

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What's On

To find out what's on for each school holiday view our Vacation Care Program at the start of Week 6 each term.

<https://grangesch.sa.edu.au/oshc/services/vacation-care/>

Booking tiers

Bookings will be taken in a three tier booking process.

1. On the first day of week 6 of each school term bookings will open for families who have children who attend BSC (Before School Care) or ASC (After School Care) with a current permanent booking.
2. On the first day of week 7 of each school term bookings will be open for those families who attend Grange School but do not attend Grange OSHC for BSC or ASC on a permanently booked basis.
3. On the first day of week 8 of each school term booking will open for those families from the local community.

Where

The centre is located on the corner of Surrey St and Jetty St, Grange, in the red brick building next to The Lawson Hall.
39c Jetty St, Grange, SA, 5022

Hours

7:00am to 6:00pm

Late Pick Up Fee

A late fee will be charged per child if not collected within their booked hours or prior to the service closing.

The late fees are as follows:

\$100 for the first 10 minutes and \$1.00 per minute, per child, thereafter.

Ages

Primary School Age Children

Daily Cost

\$67.00 FULL DAY &

\$33.50 HALF DAY

Child Care Subsidy

You are responsible for providing Centrelink with all relevant information to be eligible to claim the Child Care Subsidy. If you have any questions relating to your Centrelink benefits or entitlements, you must contact the Department of Human Services – Family Assistance Office on 13 61 50

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Inquiries

Email your inquiries to oshc.gps552@schools.sa.edu.au

What to Bring

Sun-hat, water bottle, healthy lunch, morning snack & afternoon tea (all nut free please).

On cooking days please advise of any allergies.

Children must wear appropriate clothing and enclosed shoes suitable for walking.

Activities

A variety of fun and appealing indoor and outdoor activities to include art, craft, cooking & baking, outdoor games and sports in our beautiful setting.

Each day there is also a special activity, incursion/excursion (see the schedule for each school holiday, **available on our website at the start of Week 6 each term**)

Excursion Days

For excursion times, please refer to the program & ensure your child/ren arrive **30 minutes prior** to the scheduled departure times.

As you would appreciate, we need this time to confirm the number of children we are taking and to organise the final arrangements regarding staffing and transport, to ensure the safety of your child/ren. If your child does not arrive, we assume that your child will not be attending and no follow up will occur. (Cannot wait for late comers)

Booking Deadline

Bookings close at 6pm on Friday (the week before last week of the term).

Any bookings after this date will be considered late and will incur a \$5.00 late fee.

Children with Additional Needs

Families with children with additional needs (ISS funding) **must contact the Director by end of the week 6 (latest) to arrange their bookings.** After this date, **we can't guarantee that late bookings will be accepted** as we need enough time to be able to find additional staff for one-on-one support.

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CANCELLATION DEADLINE

Cancellations, with a refund of fees, will only be accepted if received **5 OSHC working days** in advance. All cancellations must be in writing via oshc.gps552@schools.sa.edu.au email ONLY.

There are a minimum of two staff in attendance at all times and staff have relevant qualifications /experience / first aid training and are subject to the Working with Children Check. Our staff are passionate about delivering an innovative and creative holiday care program.

We look forward to welcoming your child to Grange Vacation Care 😊