## FRENCH-AUSTRALIAN PRESCHOOL

### WINTER HOLIDAY CARE

9<sup>th</sup> July to 20<sup>th</sup> July, 2018

PLEASE NOTE THAT
BOOKINGS MUST BE
RECEIVED BY
FRIDAY 22 JUNE



BOOKINGS CAN BE ACCEPTED AFTER THIS DATE IF PLACES ARE AVAILABLE, BUT AN ADMINISTRATION FEE OF \$20 WILL BE CHARGED AS ADDITIONAL CHILDREN DIRECTLY IMPACT ON THE NUMBER OF STAFF THAT NEEDS TO BE RECRUITED.

Please note that we care for children aged 3 to 8 included.

#### **HOURS**

8am to 6pm, Monday to Friday.

#### **CONTACT NUMBERS**

TEL: 6295 0621 FAX: 6295 9582 EMAIL: info@frenchaustralianpreschool.com.au

#### **ENROLMENTS**

All children must be properly enrolled prior to attending the Holiday Program. If your child is not attending the Preschool in 2018 please obtain an Enrolment Form from the Office at the time of booking.

#### **BOOKINGS & PAYMENTS**

Payment is by direct debit only, unless paid in advance. Fees are deducted on a fortnightly basis, with the first drawdown on 17 July 2018 and the second drawdown on 31 July 2018.

#### **FEES**

All fees payable are eligible for the Child Care Subsidy, but the child must be adequately enrolled with Centrelink prior to the start of the school holidays in order to receive the rebate.

Daily fee includes afternoon tea.

Booked on or before 22 June: \$85 per day

Booked after the due date: \$93.50 per day + \$20 late booking fee

#### **CANCELLATIONS / REFUND**

If you need to change or cancel your booking you will need to complete the 'Change to Booking Form' (attached) and submit it to the Preschool at least 2 working days before the change. If you do not advise the Preschool of the changes or do not give sufficient notice, no refund will be given.



#### **WINTER 2018**

#### COORDINATOR

The Coordinator of the holiday program is **Abha Pathak**.

#### **STAFF**

All efforts are made to employ personnel already familiar with the Preschool and the children. This may include Ashvanee Ghoorah, Jacqueline Nguyen, Soosheela Sukhoo, Muninder Kaur and Amanda Hunter (all Level 4); Mariam Attar and Rawda (Studying Level 4); Vera Bordeianu and Christiane Duval (studying Cert. III). These team members also work in our Preschool and/or before & after Preschool care program (Garderie) throughout the year, and may be supplemented where possible by casual staff who have worked with us before.

#### **PROGRAM**

A copy of the program is attached to this Booking Form. Mark on this the days you book, and keep it on your fridge as a reminder of what we will be doing on those days.

#### **RECEIPTS**

The office will issue receipts. For children who do not attend the Preschool, your receipt will be mailed to your home address.

#### **LATE BOOKINGS**

It is possible to ring the Preschool during the holidays to book your child into care. However, care will only be provided if there is a place available on that particular day and a late booking fee of \$20 will be charged.

#### **SIBLINGS & RETURNING CHILDREN**

Holiday Care is also open to siblings of children currently enrolled and children who have previously attended the Preschool, provided that they are between the ages of 3 and 8. If enrolling a younger child for the first time, please note all children attending must be toilet-trained.

For siblings and children returning, please ensure that you have completed an Enrolment Form before your child commences to ensure we have up to date information. When attending holiday care, please place your child's bag, hat etc. outside the Garderie class.

#### **FOOD**

Please pack a drink, morning tea and lunch for your child. The Preschool will provide afternoon tea. Morning tea (goûter) and lunch are to be placed in their usual spot, i.e. your child's casier or the class fridge. Children not currently enrolled at the Preschool can put their lunch in the Garderie fridge. Please note our Nutrition and Food Policy, and try to provide a nutritious and balanced selection of foods. Avoid "sometimes foods" if possible.

NOTE: DUE TO THE RISK OF ALLERGIES, OUR SCHOOL IS A NUT FREE ZONE (NO NUTS OR NUT PRODUCTS PLEASE)

#### **CLOTHING & BEDDING**

Please provide your child with appropriate seasonal clothing, including a complete change of clothes, a coat & a **BROAD BRIMMED HAT**. Gum boots may be appropriate if the weather is wet. You will need to provide bedding for rest time. Please bring in the bedding your child uses in the Preschool program.

#### **ROOM ARRANGEMENTS**

Depending on the number of children attending the program the room arrangements will be as follows:

- Children currently attending Classes Rouge and Rose will have Classe Rose as their homeroom.
- Children currently attending Classes Bleue, Verte and Jaune will have Classe Verte as their homeroom.
- Children not currently enrolled at FAPS will have the demountable (Garderie) as their homeroom.

#### **SIGNING IN & OUT**

Please sign your child in and out each day. Please note all signing in and out sheets will be placed outside the Garderie. The list is in alphabetical order. If your child's name is not there, please see either Véronique or Abha. Please ensure that you leave your child with a staff member, and let us know when you pick them up to go home too!

## **TYPICAL DAILY ROUTINE (autumn)**

8:00	Younger children: indoor play Older children: outdoor play (weather permitting)			
10:00	Toilets, wash hands			
10:15	Morning Tea			
10:30	Activities (see separate program sheet)			
11:40	Transition to lunch: pack up, toilets, wash hands			
11:50	Lunch			
12:20	Quiet play in home rooms (or outside in shaded areas if weather permits)			
12:45	Toilets, wash hands / transition story			
1:00	Rest/quiet time (non-sleepers transition to quiet activities)			
2.30	Quiet activities			
3.00	Group time - story, music, dance or gross motor/games			
3.20	Toilets, wash hands			
3.30	Afternoon tea			
3:45	Outdoor play			
5.15	Activities / stories in Garderie			
6.00	Preschool closes			

Please note that these times are indicative only as the routine is intentionally flexible and adapted to the children's changing needs & interests, as well as the weather.

FRENCH-AUSTRALIAN PRESCHOOL HOLIDAY PROGRAM JULY 2018									
MONDAY 09	TUESDAY 10	WEDNESDAY 11	THURSDAY 12	FRIDAY 13					
Shutters to C				BASTILLE DAY					
MAKING PUPPETS  Try your hand at making your own puppets. Get into groups and prepare a puppet show for your friends	SCIENCE DAY- INVESTIGATING MATERIALS Looking at everyday objects. What materials are they made of and why? What do these materials look like? What are their physical properties?	An educational play program that provides an extraordinary atmosphere for children to build unique creations and have loads of fun using LEGO® bricks.	GAMES DAY  Enjoy a range of indoor and outdoor games.  Create your own games and puzzles.	Don't forget to wear your tri- colours. French songs, dance, music and cooking. We would welcome help from Mums and Dads who have the expertise.					
MONDAY 16	TUESDAY 17	WEDNESDAY 18	THURSDAY 19	FRIDAY 20					
CRAFT DAY  Using different materials to making all kinds of things.	THE AMIGOS SHOW  Children will listen to and try out different musical instruments with Raul Bassa.	PAINTING DAY  Painting a fresh mural on the Garderie wall.	STORY WRITING  Writing and illustrating a book.	COOKING DAY  Colourful salads and arrangements using fruit and vegetables.					

Please note that some activities may change according to the weather and /or children's interests



## WINTER 2018 (July)

## **BOOKING SHEET**

Child No. 1:					Age:				
Please circle days required									
JULY									
	M	Т	W	Т	F				
	9	10	11	12	13				
	16	17	18	19	20				
			I	I	ı				
Child No. 2:					Age:				
Please circle days required									
JULY									
	M	Т	W	Т	F				
	9	10	11	12	13				
	16	17	18	19	20				
		ı	I	I	1				
Parent's Signature:			· · · · · · · · · · · · · · · · · · ·		Date:				

Please Note: Bookings/changes made after June 22, 2018 attract a \$20 surcharge

#### **WINTER 2018**

#### **CHANGES TO BOOKING / CANCELLATION FORM**

DAYS TO ADD (please circle)

Child No.1: Child No.2:

DAYS TO CANCEL (please circle)

Child No.1: Child No.2:



Parent's Signature:

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



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