



# Dominican School Semaphore

*Dominican OSHC Vacation Care  
July 2025*

*Holiday Program Details*

*Please read the below information*

Our Vacation Care program operates from 7:30am to 6:00pm, excluding public holidays.

*Please read the below information*

## Vacation Care Fees

|                         |   |
|-------------------------|---|
| NORMAL DAY (AT SERVICE) | \$65.00 LESS ANY CCS (CHILD CARE SUBSIDY) |
| INCURSION (AT SERVICE)  | \$70.00 LESS ANY CCS                      |
| EXCURSION (OFF SITE)    | \$75.00 LESS CCS                          |

## Late Collection Fee

A late collection fee will apply if parents/caregivers arrive after 6:00pm to collect their child/ren. If your child/ren are not collected from the Service by closing time, there will be a \$10.00 every 5 minutes per child fee. Parents/Caregivers are given clear notification that they should inform the Service if they know they will be late. If this situation occurs more than three times in a program, the remainder of the bookings may be cancelled.

## Overdue Fees

Dominican School OSHC encourages Parents/Caregivers to contact Dominican OSHC to discuss any difficulties they may have in making payments and to make suitable arrangements to pay, including the option of a payment plan.

## Child Care Subsidies

- If you do not have an active claim for Child Care Subsidy (CCS), please ensure your claim is made through Centrelink prior to commencement of the holidays. Centrelink may take upwards of 4+ weeks to approve a CCS claim and will only backdate as far as 28 days from the date the claim has been made. Your entitlements will include eligible hours that will receive the subsidy. Anything over these hours does not receive the subsidy. Our Vacation Care daily sessions are 10 hours long. OSHC does not have any control over CCS, eligibility, or CCS being removed from fees.
- CCS enquiries in these fields are best directed to Centrelink. It is the responsibility of our families to ensure their claim for CCS has been placed and approved.
- Families not receiving CCS are responsible for payment of the full vacation care fees.

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## Why has my Child Care Subsidy suddenly stopped?

- Many families who use OSHC intermittently experience having their CCS ceased due to non-attendance. If a child does not use OSHC for 14 weeks in a row, the CCS is automatically ceased by Centrelink. Furthermore, any absences Centrelink will recover the CCS paid for that session. The next time you attend OSHC you will have a prompt from MyGov asking you to confirm their attendance at OSHC and the CCS will be applied to the account again.

## Cancellations

If you do not notify us of your child's cancellation you will be charged the session fee.

Please notify by 5pm the previous day preferably.

Please call the OSHC Mobile directly on 0408 844 306, or email at

[oshc@dominican.catholic.edu.au](mailto:oshc@dominican.catholic.edu.au)

## Clothing, Lost Property and Food

- Children must wear enclosed shoes; sneakers are best. Thongs or slip-ons are not permitted.
- Children must bring their own healthy recess and lunch. OSHC will provide breakfast and afternoon tea.
- Please label all clothing, lunch boxes and drink bottles.
- Due to health regulations, we are not able to heat any food brought from home.
- Nut-based products (containing nuts as an ingredient) are not permitted.

## Personal Items

- Please ensure that all personal toys and belongings are left at home, as they are not to be brought to Vacation Care. The service does not accept responsibility for lost items. Children's mobile phones and electronics **MUST NOT** be brought to the service unless that is on the daily program.

## Electronic Devices

- Children are not permitted to bring any hand-held gaming consoles or laptops to Vacation Care except when invited to do so as part of the program.

## Excursions

- Children are expected to arrive not later than 8:30am to ensure they are present for roll call, group organisation and safety expectations. Due to booking times, we are unable to delay our departure in the instance that a family is late and will communicate with the family to meet the group at the excursion destination.

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- A backpack containing separately packed recess and lunch, snacks, hat, and water bottle are required on excursions which are programmed for all day.
- Spending money is not permitted.
- A risk assessment is prepared for all excursion and incursion programs organised by the service and is available at the service for families upon request

## Signing In and Out

- Parents/Caregivers must sign their child/ren in and out of the program each morning and afternoon. This is a legal requirement. Parents/Caregivers must use the available iPads for signing in and out.

## Medication

- Medication: National Regulation (90) – Under the Education and Care Services National Regulations, we are unable to have students attend the service if they have a diagnosed medical condition until the following documentation is provided or is currently in-date:
  1. Up-to-date Medical Management Plan (e.g. Asthma, Anaphylaxis, Allergic Reactions)
  2. Medical Conditions Risk Minimisation Plan and Communication Plan
  3. Prescribed medication (provided in original packaging with a pharmacy label attached) and Medication Authority Form (forms available from OSHC or school website)
- National Regulation (95) – All medication must be supplied in the original container with the pharmacy label and the child's name clearly recorded.
- A permission to administer medication form must be signed by the parent/doctor before medication can be administered by OSHC staff. The OSHC centre will contact the necessary families in Week 9 regarding documentation that is due to expire or required. Failure to provide documents despite notification may result in bookings being declined or cancelled.

## Extreme weather

- If it is forecasted to be 36°C or above, or that there will be heavy rainfall, storms or fire hazards, excursions/activities may be cancelled. The wellbeing of our students is our main priority, and we will communicate with families about these changes at the earliest possible time.
- An alternative centre-based program will be provided.

Warmest regards,

Paula Northeast  
OSHC Director

Email: [oshc@dominican.catholic.edu.au](mailto:oshc@dominican.catholic.edu.au)

Mobile: 0408 844 306

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Excursion Authorisation: For each excursion that your child/children will attend, please read the details below.

A Risk Assessment for the excursions is available to families upon request.

| Date  | Excursion  |
|---|--|
| <b>EXCURSION (BUS)</b><br>Monday 7 <sup>th</sup> July 2025.<br><br>Depart from OSHC 9:15am<br><br>Return to OSHC 12:30pm                    | Destination AFL MAX 32 Butler Bvd<br>Adelaide Airport<br>Transport Chartered Bus A1 Associated<br><br>What to bring: Enclosed shoes, water bottle  |
| <b>EXCURSION (WALKING)</b><br>Thursday 10 <sup>th</sup> July 2025<br><br>Depart from OSHC 9:30am<br><br>Return to OSHC 12:00pm              | Destination Odeon Star Cinema<br>65 Semaphore Rd<br>Semaphore<br>Transport Walking Excursion<br><br>What to bring: Enclosed shoes, water bottle  |
| <b>EXCURSION (BUS)</b><br>Friday 11 <sup>th</sup> July 2025<br><br>Depart from OSHC 8:30am<br><br>Return to OSHC approximately 3:00pm       | Destination Hahndorf Farm Barn<br>2282 Mount Barker Rd, Hahndorf<br>Transport Chartered Bus A1 Associated<br><br>What to bring: Enclosed shoes, warm clothes,<br>Warm hat, packed recess and lunch |
| <b>EXCURSION (BUS)</b><br>Wednesday 16 <sup>th</sup> July 2025<br><br>Depart from OSHC 9:00am<br><br>Return to OSHC approximately 3 -3:30pm | Destination Adelaide Youth Theatre<br>145 Sir Donald Bradman Drv<br>Hilton   |
| <b>INCURSION (AT OSHC)</b><br>Thursday 17 <sup>th</sup> July 2025   | Destination Dominican OSHC<br><br>What to bring: Warm clothes, a change of clothes,<br>packed recess and lunch   |

I agree to and understand the following:

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- My child has permission to attend all nominated excursions as requested on the booking form unless I withdraw my booking via txt or email at any time prior to the excursion.
- I am listed on the child's Enrolment Form as a parent/guardian or an authorised person to consent to excursions named on the enrolment form.
- I have read all the excursion details and understand I can view the Excursion Risk Assessment and Excursion policies and Excursion procedures at the Service at any time.

|            |            |
|------------|------------|
| Full Name: | Signature: |
|------------|------------|

Medical Information:

Please list any medical conditions and necessary treatment:

|  |
|--|
|  |
|--|

I agree to and understand the following:

In the event of my child/ren receiving injuries requiring urgent medical attention, I authorise the seeking of medical attention and agree to pay all costs incurred on behalf of my child/ren. I understand that I must update or provide any outstanding medical documentation for my requested by the OSHC service outlined in National Regulation 90 and 95, and that failure to provide what has been requested may impact my requested bookings.

|            |            |
|------------|------------|
| Full Name: | Signature: |
|------------|------------|

Declaration:

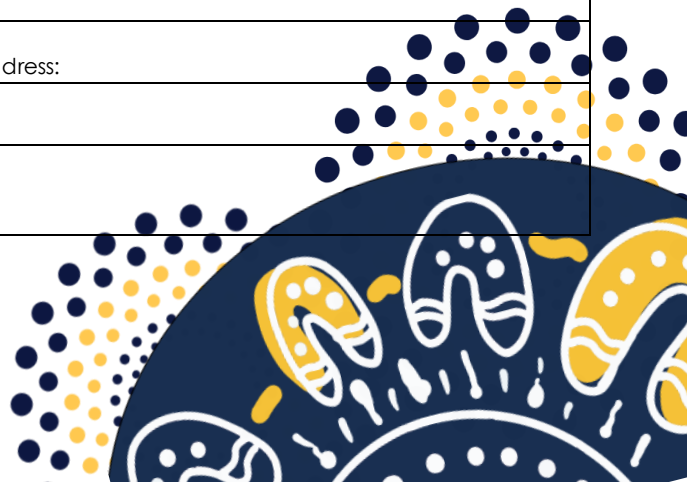
- I am aware of the programmed days and the proposed activities. I give permission for my child/children, as mentioned on the booking form, to participate in all the programmed days requested by myself.
- I have read and agree to abide by Dominican OSHC Vacation Care policies. I understand my obligations in terms of bookings/cancellations, signing in/out, sun safety, electronics, clothing and food, payment, extreme weather, electronics, up-to-date medical documents and medication, and Child Care Subsidy
- I understand my child must arrive at OSHC no later than 8:30am on an excursion day.
- I certify that Dominican OSHC has been provided the most up-to-date information regarding my child/children's medical needs. I understand that my bookings may be affected if documentation or medication is expired and/or has not been provided/updated.
- I understand that it is my responsibility to ensure my child/ren is/are signed in and out daily.

As parent/caregiver, I agree to the terms and conditions listed

|                           |                |
|---------------------------|----------------|
| Parent/Caregiver Details: |                |
| Full Name:                | Email address: |
| Mobile Number:            |                |
| Signature:                | Date:          |

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|  |  |  |
|--|--|--|
| Movie Watching   | I consent for my child/ren to watch movies evaluated by our Staff as appropriate and of an Australia Censorship Rating o "G".<br>I will be advised if there is a "PG" movie to view and will be informed of the title of the movie and when it will be viewed. | Please Tick<br><br><input type="radio"/> Yes<br><input type="radio"/> No |
| Body Artwork   | I consent for my child/ren to have Face Painting, Nail Polish, Glitter Face Painting and Hairspray applied during the planned activities at OSHC/Vacation Care   | <br><input type="radio"/> Yes<br><input type="radio"/> No                |
| Excursions/Transport <ul style="list-style-type: none"><li>AFL MAX</li><li>Adelaide Youth Theatre</li><li>Hahndorf Farm Barn</li></ul> | I consent for my child/ren to attend the excursions advertised in the Vacation Care Program these holidays and to travel on foot or by chartered bus to and from excursions.   | <br><input type="radio"/> Yes<br><input type="radio"/> No                |
| Incursions <ul style="list-style-type: none"><li>Glenn The Junkyard Man</li></ul>  | I consent for my child/ren to participate in incursions where guest visitors will attend, and guest activities will be available.  | <br><input type="radio"/> Yes<br><input type="radio"/> No                |
| Walking to Semaphore Foreshore Playground  | I consent for my child/ren to participate in walking with the OSHC group and staff on selected days (weather permitting. I will be consulted on that particular day if this will take place.)  | <br><input type="radio"/> Yes<br><input type="radio"/> No                |

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