



WELCOME TO Lennox Head VACATION CARE

Lennox Head Public School

7:30am – 5:45pm

Our Vacation Care program is available for children aged 5–12 years. Children must have completed at least one full term of school before they can enroll in our Vacation Care program.

Parent Contact Information Requirements

To ensure the safety and wellbeing of all children attending Vacation Care, all booking forms must be completed in full. Incomplete booking forms cannot be accepted or processed.

Families must provide:

- A current personal contact number
- A current work contact number
- At least one emergency contact number for a person authorised to collect the child if required
- Parents/Guardians must remain contactable at all times while their child is attending Vacation Care. In the event of illness, injury, or any situation requiring a child to be collected, a Parent/Guardian or authorised emergency contact must be available to collect the child promptly.

Child Care Subsidy (CCS)

Families wishing to claim CCS must ensure the following steps are completed on enrolment.

- Set up your MyXplor Parent Hub
- Accept your Complying Written Agreement (CWA)
- Confirm your enrolment through MyGov

All of these steps must be completed before your child can attend.

Booking forms are available:

- On our website: www.rainbow.nsw.edu.au
- At your local OOSHC service
- From our Main Office at 4 John Sharpe Street, East Ballina
- All bookings must be received by **Friday 18th September 2026**.

Completed booking forms should be:

Emailed to: enrolments@rainbow.nsw.edu.au or returned to the main office. Booking forms cannot be left at individual OOSHC services.

Booking Conditions

Once a booking has been confirmed, fees are payable whether or not your child attends.

Additional days may be requested if vacancies are available. Any requests for extra bookings must be made through the main office. OOSHC educators are unable to accept bookings and will refer families to the office for all booking enquiries.

Outstanding Accounts

Families with outstanding fees owing to Rainbow Children's Centre will be unable to make Vacation Care bookings until their account has been brought up to date. If you have an outstanding balance and wish to

book into the Vacation Care program, please submit your completed booking form to the office and arrange to meet with Jodie or Jayne to:

- Pay any outstanding fees; and
- Pay for your new Vacation Care booking in advance.

Bookings cannot be confirmed until these requirements have been met.

Food and Nutrition

Vacation Care is a busy and exciting day for children. Please ensure your child brings sufficient food and drinks to last the entire day. While we may provide occasional cooking experiences and afternoon tea activities, these are offered as extras and should not replace your child's daily meals.

WE ARE A NUT FREE SERVICE

Electronic Media

At Rainbow Children's Centre, we encourage children to actively engage in sports, games, creative experiences, social interactions and outdoor play during Vacation Care. For this reason, the use of electronic media is kept to a minimum. Computers, Ipads, mobile phones, smart watches will not be available to children. Televisions, videos or projectors will only be used when:

- A specific learning activity has been planned as part of the program; or
- Inclement weather requires children to remain indoors for extended periods.

Children who prefer quieter or more independent activities will always be supported in making appropriate choices throughout the day.

Personal Belongings

Children attending Vacation Care are expected to take reasonable responsibility for their personal belongings. While educators will provide assistance and support where required, we encourage school-aged children to demonstrate increasing independence in caring for their own possessions.

We strongly discourage children from bringing valuable items to Vacation Care, including electronic games, expensive toys or other items that may be lost or damaged in a large group setting.

Any mobile phones, handheld gaming devices or similar electronic items brought to the service must be handed to staff upon arrival for safe storage and will be returned at the end of the day.

Rainbow Children's Centre accepts no responsibility for personal items that are lost, damaged or misplaced.

Secure Your Place Early

Vacation Care places are limited and bookings are allocated based on priority of access and availability.

To avoid disappointment, please return your completed booking form as soon as possible by emailing it to enrolments@rainbow.nsw.edu.au or delivering it to the Rainbow Children's Centre office.

We look forward to another fun and exciting Vacation Care program with your children!

The Lennox Head OOSHC Team

Carol and Kim and our casual Vacation Care educators

Lennox Head VACATION CARE
BOOKING FORM – September – October 2026

Parent Details:

Parent/Guardian Name: _____

Residential Address: _____

Postal Address (if different): _____

Email Address: _____

Mobile Contact Number: _____

Work Contact Number: _____

Emergency Contact Name & Number: _____

Parent/Guardian Date of Birth (D.O.B): _____

Parent CRN: _____

Child Details:

Child's Name: _____

Gender: _____ Date of Birth: _____

Child CRN: _____

Child Details:

Child's Name: _____

Gender: _____ Date of Birth: _____

Child CRN: _____

Additional Support Information

If your child has a diagnosed disability, medical condition, developmental delay, behavioural support need, or any other additional need, please provide details below to assist us in planning for your child's inclusion, safety and wellbeing whilst attending Vacation Care.

ATTENTION – Daily Attendance Times Required

To assist with staff rostering and ensure appropriate educator to child ratios are maintained throughout the day, please indicate your child's expected attendance times.

Drop-Off Time: _____

Pick-Up Time: _____

Fee Estimates

After registering with Centrelink and receiving your CCS assessment, families may contact Jodie on (02) 6686 6621 for an estimate of fees payable after Child Care Subsidy has been applied.

Please note that any estimate provided is indicative only and may change if your CCS entitlement is adjusted by Centrelink. We are unable to backdate Child Care Subsidy claims after the holiday period. Where these requirements have not been completed, full fees will apply.

Accounts and Payments

Parents can access account statements through the MyXplor Parent Hub: www.home.myxplor.com

Accounts are to be paid weekly.

Payments can be made by:

- Direct Debit via the Parent Hub
- Bank Deposit
- Credit Card by phone (contact the Main Office on (02) 6686 6621)
- EFTPOS at Rainbow Children's Centre main office

Parent/Guardian Authorisation

By enrolling my child/children in the East Ballina Vacation Care Program on the days selected, I authorise their participation in the excursions, incursions, activities and experiences planned as part of the program. I understand that reasonable changes to the program may occur due to weather, availability, safety considerations or other unforeseen circumstances.

Parent/Guardian Signature: _____

Date: _____

Lennox Head VACATION CARE PROGRAM

Venue: Lennox Head Public School – Byron St, Lennox Head

Operating Hours: 7:30am – 5:45pm **Service Mobile Phone:** 0412 758 895

Week One: 28th September – 2nd October 2026

Day	Monday 28 th September 2026	Tuesday 29 th September 2026	Wednesday 30 th September 2026	Thursday 1 st October 2026	Friday 2 nd October 2026
Daily Activities, Excursions & Projects	<u>Morning</u> Create A Colourful Clay Pot Before Planting A Succulent In It To Take Home <u>Midday</u> <u>Incursion</u> Northern Rivers Conservatorium Of Music @ 11am <u>Afternoon</u> Soccer On The Field	<u>Morning</u> Learn, Play & Have Fun With Pickle Ball <u>Midday</u> DIY Taco Bowls – Choose Your Favourite Fillings <u>Afternoon</u> Create A Colourful Mosaic Pasta Masterpiece	<u>Morning</u> Creative Photo Frame Decorating <u>Midday</u> Strike A Pose, Print Your Photo & Place It In Your Frame <u>Afternoon</u> Balloon Volleyball Challenge	<u>Morning</u> Fun With Science- Lets Experiment <u>Midday</u> Playground Equipment & Games <u>Afternoon</u> Lets Make Pom Pom Monsters	<u>Morning</u> Get Creative With Homemade Bath salts <u>Midday</u> On The Field For Your Choice- Equipment- Soccer- Tennis <u>Afternoon</u> Musical Games Under Cola
What Children Need for the Day	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle
Daily Fee	\$93.00	\$76.00	\$76.00	\$76.00	\$76.00
Child/Children's Name(s)					

Week Two: 5th – 9th October 2026

Day	Monday 5 th October 2026	Tuesday 6 th October 2026	Wednesday 7 th October 2026	Thursday 8 th October 2026	Friday 9 th October 2026
Daily Activities, Excursions & Projects	<u>Public Holiday</u>	<u>Morning</u> Tie Dye Your Own Socks! Bring Along A Pair Of White Socks & Create Your Own Colourful Design <u>Midday</u> Join Us For A Sausage Sizzle Lunch <u>Afternoon</u> Bat, Bowl & Field With Friends	<u>Morning</u> Talent Show- Team Up With Friends Or Perform Solo To Showcase Your Talents <u>Midday</u> Paint, Draw Or Use Charcoal To Create Your Own Colourful Masterpiece On Canvas <u>Afternoon</u> Learn To Play `Kai` A Traditional Torres Strait Islander Ball Game	<u>Excursion</u> Celebrate 40 Years Of Rainbow With A Fun- Filled Day At East Ballina OOSHC! Come Together For Exciting Activities, Fitness Kidz, Sweet Swirls Ice Cream & Shorty The Clown. Depart: 8.50am Return: 3.40pm	<u>Morning</u> Trivia- Put Your Thinking Caps On & Work Together To Answer Fun Questions <u>Midday</u> Outside Activities – Playground Equipment, Pickleball, Soccer, or Cricket <u>Afternoon</u> Get Creative Making A Dream Catcher
What Children Need for the Day	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle	Bucket hat Packed lunch Morning and afternoon tea Water bottle
Daily Fee	\$76.00	\$76.00	\$76.00	\$93.00	\$76.00
Child/Children's Name(s)					

Week Three 12th – 16th October 2026

Day	Monday 12 th October 2026	Tuesday 13 th October 2026	Wednesday 14 th October 2026	Thursday 15 th October 2026	Friday 16 th October 2026
Daily Activities, Excursions & Projects	<u>Morning</u> Relay Ball Games <u>Midday</u> Wheels Day- Don't Forget Your Wheels. Helmet & Covered Shoes Are A Must <u>Afternoon</u> Native Treasure Hunt	School Resumes	School Resumes	School Resumes	School Resumes
What Children Need for the Day	Bucket hat Packed lunch Morning and afternoon tea Water bottle				
Daily Fee	\$76.00	-	-	-	-
Child/Children's Name(s)					

If your children are booked in for any of the following excursions, please print your child's name in the corresponding box.

You must sign and date the bottom of the form for your child/children to attend vacation care.

When children and staff are being transported by bus **all staff & children must wear safety restraints throughout bus journey where provided by transport service**

Childs Name:	Reason the child is to be taken outside the premises: Excursion to East Ballina OOSHC to go to the OOSHC spring fair	
Date: Thursday 8th October 2026	Transport Method: Chartered Bus	
Pick up from: Lennox Head Public School	Destination: Southern Cross School (East Ballina OOSHC)	Duration of transport: Chartered bus
Proposed activities during excursion: Children will be engaging with children and educators from other Rainbow Children's Centre OOSHC's, engaging in activities and having Fitness Kidz, Sweet Swirls Ice Cream and Shorty The Clown	Departure Time: 8.50am from the OOSHC service, then collect Central Ballina OOSHC and arrive at East Ballina OOSHC at 9.15am Return Time: Depart 3pm from East Ballina OOSHC, drop of Central Ballina OOSHC and arrive at Lennox Head OOSHC at 3.40pm	
Number of children anticipated to attend: Max 45	Number of educators/parents/volunteers anticipated to attend: Min 3	
Educator to child ratio: Min 1:15	A risk assessment of this excursion has been prepared and is available at the service if you wish to view it.	

By enrolling my child/ren on certain days I am agreeing to allow them to attend the various excursions and to take part in the days activities.

Signed.....

Date.....

Venue: Lennox Head Public School – Byron St, Lennox Head

Operating Hours: 7:30am – 5:45pm **Service Mobile Phone:** 0412 758 895

Week One	Morning Activities	Midday Activities	Afternoon Activities
Monday, 28th September 2026	Create A Colourful Clay Pot Before Planting A Succulent In It To Take Home	<u>Incursion</u> Northern Rivers Conservatorium Of Music 11am	Soccer On The Field
Tuesday, 29th September 2026	Learn, Play & Have Fun With Pickle Ball	DIY Taco Bowls – Choose Your Favourite Fillings	Create A Colourful Mosaic Pasta Masterpiece
Wednesday, 30th September 2026	Creative Photo Frame Decorating	Strike A Pose, Print Your Photo & Place It In Your Frame	Balloon Volleyball Challenge
Thursday, 1st October 2026	Fun With Science – Let's Experiment	Playground Equipment & Games	Let's Make Pom Pom Monster
Friday, 2nd October 2026	Get Creative With Homemade Bath Salts	On The Field For Your Choice Equipment, Soccer & Tennis	Musical Games Under Cola
Week Two	Morning Activities	Midday Activities	Afternoon Activities
Monday, 5th October 2026	<u>Public Holiday</u>		
Tuesday, 6th October 2026	Tie Dye Your Own Socks! Bring Along A Pair Of White Socks & Create Your Own Colourful Design	Join Us For A Sausage Sizzle Lunch	Bat, Bowl & Field With Friends
Wednesday, 7th October 2026	Talent Show- Team Up With Friends Or Perform Solo To Showcase Your Talents	Paint, Draw Or Use Charcoal To Create Your Own Colourful Masterpiece On Canvas	Learn To Play `Kai` A Traditional Torres Strait Islander Ball Game
Thursday, 8th October 2026	OOSHC Spring Fair! Join Us For A Fun-Filled Day As All Rainbow Children's Centre OOSHC Services Come Together At East Ballina OOSHC To Celebrate 40 Years Of Rainbow! Children Will Enjoy A Variety Of Exciting Activities, Connect With Friends From Across Our Services, Get Active With Fitness Kidz, Cool Down With An Ice Cream From Sweet Swirls & Be Entertained By Shorty The Clown As We Celebrate This Special Milestone Together. Depart: 8.50am Return: 3.40pm		
Friday, 9th October 2026	Trivia- Put Your Thinking Caps On & Work Together To Answer Fun Questions	Outside Activities – Playground Equipment, Pickleball, Soccer, or Cricket	Get Creative Making A Dream Catcher

Week Three	Morning Activities	Midday Activities	Afternoon Activities
Monday, 12 th October 2026	Relay Ball Games	Wheels Day - Don't Forget Your Wheels. Helmet & Covered Shoes Are A Must	Native Treasure Hunt