Dear Parents and Guardians,

Welcome to vacation care for Summer 2016/2017. During these school holidays the children will enjoy a variety of activities at the service which also includes three incursions and one excursion. Please refer to the program and permission forms for further details.

**During vacation care children must bring their own lunch and snacks (morning and afternoon tea is provided as per the service menu). Children must wear closed in shoes, sun smart hats and sun smart clothing at all times (no singlets, tank tops or thongs). We do recommend that children bring a spare set if clothes with them each day.**

Please not that all vacation care bookings must be paid one week in advance to secure your child's place, and permanent bookings will close on 02/12/16. Permanent fee charges are $45 per day, Incursions $50-$55 per day and excursions $65 per day before CCB or CCR is applied. Bookings taken after this time will be subject to availability and charged at a casual fee rate which is $5.00 more per day.

Please note that all absences will be charged as an allowable absence once a booking has been made. Notice of absence must be given by 6pm the day before care is required to avoid a non-communication fee being charged. Absences due to illness will be charged as per the CCMS handbook. If you are experiencing any financial difficulties please come and see Kadie to organise payment options.

If you have any further queries please speak to Kadie

Kind regards,

Kadie Foster

Coordinator