



FRENCH-AUSTRALIAN PRESCHOOL
SUMMER HOLIDAY CARE

18th December to 22nd December, 2017
8th January to 1st FEBRUARY, 2018

PLEASE NOTE THAT BOOKINGS MUST BE RECEIVED BY

Friday, 8th December 2017

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 accept children ages 3 to 8 included.

HOURS

8am to 6pm, Monday to Friday.

CONTACT NUMBERS

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

ENROLMENTS

All children must be properly enrolled prior to attending the Holiday Program. If your child is not attending the Preschool in 2017 please obtain an Enrolment Form from the Office at the time of booking.

BOOKINGS & PAYMENTS

For children not currently enrolled at the Preschool, payment is required before the start of the Holidays. Payments can be made at the office by cash, cheque or EFTPOS. Payments by credit card over the phone are also available. Cheques should be made out to the French-Australian Preschool Association Inc. (postal address: PO Box 3558, MANUKA 2603).

FEES

All fees payable are eligible for the Child Care Benefit scheme. If you are eligible for Child Care Benefit/Child Care Rebate, please ensure you give us your family's CRNs at the time of booking. The FAPS' CCB ID is 1-631-3560. Daily fee includes afternoon tea.

Booked on or before 8 September:
\$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.

FRENCH-AUSTRALIAN PRESCHOOL HOLIDAY CARE

SUMMER-2017/2018

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 Jacqueline Nguyen, Soosheela Sukhoo, Muninder Kaur and Amanda Hunter (all Level 4); Mariam Attar (Studying Level 4); Nenita Chapman & Stephanie McConnell (Cert III); Christiane Duval and Vera Bordeianu (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 attending **Classes Rouge** and **Rose** will have **Classe Rose** as their homeroom.
- Children 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!

FRENCH-AUSTRALIAN PRESCHOOL HOLIDAY CARE

Summer 2017/2018

TYPICAL DAILY ROUTINE (summer)	
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

DECEMBER- 2017

MONDAY- 18	TUESDAY- 19	WEDNESDAY- 20	THURSDAY- 21	FRIDAY- 22
 <p>Christmas decorations/ ornaments</p>	 <p>Make a Christmas tree and decorate it.</p>	<p>Christmas theme dress up</p>  <p>If we don't have a costume, our teachers will help us make one.</p> <p>Christmas cards</p>	 <p>Christmas songs</p> <p>Making Christmas cards & picture frames.</p> 	



FRENCH-AUSTRALIAN PRESCHOOL HOLIDAY PROGRAM

JANUARY - 2018

MONDAY-8	TUESDAY-9	WEDNESDAY-10	THURSDAY-11	FRIDAY-12
<p>'This is me!' day Getting to know each other... making placemats & name tags</p>	 <p>THE GREAT ZAMBONI! An exciting magic show.</p>	 <p>The petting zoo.</p>	<p>Story writing</p>  <p>Gardening</p> 	 <p>Cooking day</p>
MONDAY-15	TUESDAY-16	WEDNESDAY-17	THURSDAY-18	FRIDAY-19
<p>Using recycled boxes to make toys, houses, cars & animals.</p> 	<p>Sensory play activities</p> 	<p>Animal crafts</p>  <p>Egg Carton Animals</p> <p>Paper Chain SNAKE</p>	<p>Making paper mosaic</p> 	 <p>Preschool picnic</p>
MONDAY-22	TUESDAY-23	WEDNESDAY-24	THURSDAY-25	FRIDAY-26
<p>Calendars and picture frames</p> 	<p>Drama Working in teams to put up a show.</p> 	<p>Puppetry Master Class</p>  <p>After that make your own puppets and try putting up a puppet show.</p>	 <p>Mini olympics</p>	<p>Public Holiday</p>
MONDAY-29	TUESDAY-30	WEDNESDAY-31	THURSDAY-01	FRIDAY-02
 <p>Science day</p>	<p>Straw painting</p>  	 <p>Cooking day My recipe book</p>	 <p>Party day</p>	<p>Teachers only day</p>

FRENCH-AUSTRALIAN PRESCHOOL HOLIDAY CARE BOOKING SHEET

SUMMER 2017/2018 (December/January)

Child No. 1: _____ Age: _____

Please circle days required

DEC				
M	T	W	T	F
18	19	20	21	22
JAN/FEB				
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	01	02

Child No. 2: _____ Age: _____

Please circle days required

DEC				
M	T	W	T	F
18	19	20	21	22
JAN/FEB				
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	01	02

Parent's Signature: _____ Date: _____

Please Note: Bookings/changes made after September 8, 2017 attract a \$20 surcharge

FRENCH-AUSTRALIAN PRESCHOOL HOLIDAY CARE

SUMMER 2018

CHANGES TO BOOKING / CANCELLATION FORM

DAYS TO ADD (please circle)

Child No.1:

DEC				
M	T	W	T	F
18	19	20	21	22
JAN/FEB				
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	01	02

Child No.2:

DEC				
M	T	W	T	F
18	19	20	21	22
JAN/FEB				
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	01	02

DAYS TO CANCEL (please circle)

Child No.1:

DEC				
M	T	W	T	F
18	19	20	21	22
JAN/FEB				
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	01	02

Child No.2:

DEC				
M	T	W	T	F
18	19	20	21	22
JAN/FEB				
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	01	02

Parent's Signature: _____ Date: _____

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