

# VACATION CARE

ARTARMON

Artarmon Kids Cottage Community Centre  
18 Broughton Rd Artarmon 2064

## SUMMER 2026 PROGRAM



## ENROLMENT

Vacation Care bookings are normally taken three weeks prior to each NSW gazetted school holiday.

### Important notes for casual bookings:

- All casual bookings must have direct debit details on file.
- Once you submit a casual booking, please ensure your enrolment information is up to date including current direct debit details. Your booking will not be confirmed without details on file.
- Your booking WILL NOT BE FINALISED until your enrolment form is completed in full including current direct debit details.
- Casual bookings can only be made with 48 hours notice. For any late bookings you will need to speak directly with the Nominated Supervisor of your desired service.

### Important notes for Vacation Care:

- Council reserves the right to cancel care should numbers fall below 15 enrolments per day.
- Council will endeavour to provide a minimum of five business days notice to families.
- Council will endeavour to offer/provide alternative vacation care options where possible.

## CANCELLATIONS, REFUNDS AND CREDIT NOTES

Cancellation of care will not be accepted once your booking has been processed. Where possible, 'swapping' of days can be accommodated, please notify the Nominated Supervisor if this is required. Refunds may be given under extreme/extenuating circumstances on application to the Nominated Supervisor.

## LATE ARRIVAL

Please inform staff if your child will arrive later than 9am as it might affect departure time for excursions.

## ILLNESS

In accordance with the regulations from the Department of Health, **sick children with a contagious illness must not attend the centre.** Please notify the Centre staff if your child will not be attending.

## MEDICATION

Staff will only administer medication to a child if it has been prescribed by a doctor. Over the counter medications such as Panadol and cough medicine will only be administered if accompanied by a doctor's letter of authorisation stating the child's name, the dosage required and the time to be administered. Parents must complete a medication form at the Centre.

## CENTRE HOURS

Centre is open from 8am to 6pm.

Note - Tuesday, Wednesday and Thursday (only).

## LATE FEE

Children must be picked up by 6pm. A late fee of \$20 for the first 10 minutes or part thereof and \$2 for every minute thereafter will apply immediately after 6pm. Please phone the Centre if you think you will be late collecting your child.

## SIGN IN AND SIGN OUT

Parents are required by the Commonwealth Government to sign their children in and out of the centre each day. This will be done via our digital Kiosk on the centres iPad.

## CLOTHING

All children must have sunscreen and a hat. Please provide suitable clothing, wet weather gear and ensure enclosed shoes are worn each day. All items brought to the centre are to be clearly labelled.

## ACTIVITY LEGEND

	<b>IN CENTRE</b>
	<b>OUTING</b>
	<b>INCURSION</b>
	<b>EXCURSION</b>



## MORNING TEA AND LUNCH

Please provide your own substantial and nutritious morning tea and lunch to last your child/ren all day. We do not recommend soft drinks and junk food. Children can keep their food fresh and cool in the fridge at the centre. Please note that we are a nut free service.

## EXCURSIONS

All children are required to attend excursions. Staff to child ratios set out in the National ECEC Regulations will apply to all excursions/outings and will be dependent on the activity. A separate signed permission form is required for all excursions/outings.



## BOOK ONLINE NOW!

[www.willoughby.nsw.gov.au](http://www.willoughby.nsw.gov.au)

# ARTARMON VACATION CARE

✓ BOOK SUMMER 2026 at [willoughby.nsw.gov.au](https://willoughby.nsw.gov.au)

## WEEK 1

MONDAY 12 JANUARY	TUESDAY 13 JANUARY	WEDNESDAY 14 JANUARY	THURSDAY 15 JANUARY	FRIDAY 16 JANUARY
CENTRE CLOSED	<b>Slime + Rocket Masterclass</b>	<b>Laser Skirmish</b>	<b>Bambini Gelateria</b>	CENTRE CLOSED
	INCURSION	INCURSION	IN CENTRE	
	Become masters of the sky and the lab as you build your own rockets and design your own custom slime.	Team up with friends and enjoy today's fun mock combat mission in our adventurous playground.	Transforming our space to a boutique gelato bar where you get to try the many flavours offered and choose from lots of yummy toppings.	
	Total cost of day: \$98.00	Total cost of day: \$94.00	Total cost of day: \$86.00	
	Afternoon snack: Pasta e Broccoli	Afternoon snack: Apple and cinnamon pasties with custard	Afternoon snack: Flatbread Margherita Pizza	

## WEEK 2

MONDAY 19 JANUARY	TUESDAY 20 JANUARY	WEDNESDAY 21 JANUARY	THURSDAY 22 JANUARY	FRIDAY 23 JANUARY
CENTRE CLOSED	<b>Reptiles on the Go</b>	<b>City Golf Gordon</b>	<b>Australiana fun and games</b>	CENTRE CLOSED
	INCURSION	EXCURSION	IN CENTRE	
	Get up close and personal with animals such as Fresh and Saltwater Crocodiles, Pythons, Shingleback, Frilled-necked and Blue Tongue Lizards, Turtles, Frogs and Monitors.	A space for all ages to enjoy and experience the fun as you tee across the european designed 18-hole miniature golf course  <b>Chartered Bus Departs Centre: 9.15am Sharp</b>	From hilarious thong throwing competitions, water bucket games and more to cooking up one of our nations favourites for lunch – the classic sausage sizzle.	
	Total cost of day: \$90.00	Total cost of day: \$120.00	Total cost of day: \$81.00	
	Afternoon snack: Rice with Butter Beans in Sugo Rosso	Afternoon snack: Fruit salad and yoghurt	Afternoon snack: Mini Pavlovas	