

KIDS DOMAIN APRIL HOLIDAY PROGRAMME 2014

Room 12, Tui Glen School, Stokes Valley

Phone: 021 0793862 (Stokes Valley Supervisor)

6 Market Grove, Lower Hutt

Phone: 027 4749573 (Lower Hutt Supervisor)

Email: kidsdomain@slingshot.co.nz

Website: www.kidsdomain.biz

Facebook: www.facebook.com/kidsdomain

We are open from 7.30am to 5.30pm. Kids Domain is Child Youth and Family Approved and members of the OSCAR Foundation.

IMPORTANT INFORMATION FOR PARENTS:

Payment is required in advance of the programme. Invoices are emailed to you to pay on. If you require an invoice/statement to be mailed to you, there will be an extra charge of \$1.50 per postage. Once you have been invoiced this will confirm your placement in the Holiday Programme. Please make sure when booking your child in, you have chosen the days correctly as once the invoice has been processed your child is booked in automatically on those days you have chosen - Refer to Credits/Refunds Policy.

CREDITS/REFUNDS POLICY will only be given if 5 working days notice is received in writing (this must be in the form of a hand written notice or via email, texts will not be accepted as written notice) and will incur a \$5.00 withdrawal fee per child, per day to cover administration costs. Activities are prepaid in advance for and no refunds/credits will be approved if correct notice is not received.

ACCEPTED PAYMENTS: cash, bank deposits, bill payments, internet banking.

Account details are: Kids Domain, National Bank 06 0545 0282917 00 – please use your child’s first/last name as a reference. **Cheques are no longer accepted.** WINZ applicants will be charged the current WINZ subsidy rates. WINZ will not backdate any payments if your forms have been handed in late. These are to be taken into WINZ within the first 2 days of enrolment to avoid WINZ declining your application and you being charged the full fee. If you are unable to get to a WINZ office, we are happy to arrange to have these processed for you as long as we have received your forms before the school holidays start.

EARLY BIRD FEES:

(enrolments & payment must be received by Friday 4 April 2014 to be eligible)

7.30am – 8.00am	\$3.50
8.00am – 9.00am	\$3.50
9.00am – 3.30pm	\$25.00 (minimum charge half day fee)
3.30pm – 4.30pm	\$3.50
4.30pm – 5.30pm	\$3.50
7.30am – 5.30pm	\$36.00 (full day fee)

FEES

(enrolments & payments received after Monday 7 April 2014)

7.30am – 8.00am	\$3.50
8.00am – 9.00am	\$3.50
9.00am – 3.30pm	\$27.00 (minimum charge half day fee)
3.30pm – 4.30pm	\$3.50
4.30pm – 5.30pm	\$3.50
7.30am – 5.30pm	\$38.00 (full day fee)

Please ensure all medication is collected and recorded by the supervisor and signed by a parent/caregiver. Your child will be required to bring lunch, snacks and a water bottle unless specified. Days activities may change unexpectedly, please ensure your child has appropriate clothing for outdoor activities e.g jackets, warm/cool clothing. Skirts/good clothing are not always appropriate. It is the parents responsibility to make sure your child has sunhat and sun protection for those sunny days. If your child is sick they are not permitted to be on the programme and you will be contacted to collect them. Swimming Activities: 5-7yr olds will not be permitted on the slides that we do not feel are safe for them. You understand that you may be contacted to collect your child at the supervisors discretion. You understand that Kids Domain and staff will be free and clear of all liability in the event that any injury, damage or loss is sustained by your child or to personal affects. Children are welcome to bring in toys, games, cellphones etc – but it is their responsibility to take care of their equipment. You understand that you will be liable for any costs if willful damage to property occurs. If you are late to pick up your child from the programme a \$20.00 penalty fee will apply for the first 15 minutes, then \$20.00 per every 5 minutes after that. Policies are available to read at each centre. Bus Timetable will be at each centre to advise you the time the buses departs/arrives on the outing days. The bus is unable to wait if you are late.

Mon 21 April CLOSED EASTER MONDAY	Tues 22 April Stokes Valley Pool (please bring togs, goggles and towel)	Wed 23 April Make an Easter Basket	Thurs 24 April Laserforce Wellington (dress up to win a prize)	Fri 25 April CLOSED ANZAC DAY
Mon 28 April DIY Money Box	Tues 29 April Baking	Wed 30 April Kilbernie Recreation (you are welcome to bring scooters, skates etc)	Thur 1 May Iron on Beads	Fri 2 May NaeNae Pool (please bring togs, goggles and towel)

Other Activities available at our centres: PS2, XBOX, Computers, Internet, DVDS, Crafts, Lego, Sports, Board Games, Fooseball/Pool, Prizes and Competitions

Tuckshop open each day : Fizzy drinks, iceblocks, noodles, popcorn, etc – full list available at each centre

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IMPORTANT: THIS FORM NEEDS TO COMPLETED IN FULL TO BE PROCESSED

WHICH CENTRE TO BE ENROLLED? Please tick one *Lower Hutt Centre* *Stokes Valley Centre*

Child's Name: Female / Male..... Age:
 Mothers Name: Fathers Name:
 Home Address:
 Home Phone: Work Phone:
 Mobile: Email:
 Emergency Contact Person: Phone:
 Emergency Contact Person: Phone:
 Child's Doctor/Medical Centre (or last Doctor seen):
 Person/s Authorised to collect child/ren:
 Personal Info we should know (e.g custody arrangements, special needs)
 Medical Conditions/Allergies:
 Special Instructions (e.g allowed to walk to parents work at 3.30pm)

Will you be applying for a WINZ subsidy **NO** **YES (PLEASE ATTACH YOUR COMPLETED WINZ FORM)**

PLEASE TICK YOUR CHILDS SWIMMING ABILITY (FOR SAFETY PURPOSES)

Shallow water (less than 1m) **Confident Swimmer Deep Water (over 1m)** **Hydroslide**

DAY	ACTIVITY	DROP OFF TIME	PICK UP TIME	DAY	ACTIVITY	DROP OFF TIME	PICK UP TIME
Mon 21 April	<i>CLOSED</i>	-----	-----	Tues 22 April	<i>Stokes valley pool</i>		
Wed 23 April	<i>Easter Baskets</i>			Thurs 24 April	<i>laserforce</i>		
Fri 25 April	<i>CLOSED</i>	-----	-----	Mon 28 April	<i>DIY money box</i>		
Tues 29 April	<i>Baking</i>			Wed 30 April	<i>Kilbernie Recreation</i>		
Thur 1 May	<i>Iron on Beads</i>			Fri 2 May	<i>Naenae pool</i>		

By signing this enrolment form, you agree/accept Kids Domains policies & procedures/terms and conditions (full copy available at centre or online) I have read the information given in this enrolment and also give consent for any excursions away from the centre.

Signed: **Print Name:** **Date:**

OFFICE ONLY: DATE RECEIVED:	TOTAL FEE PAYABLE/INVOICED \$
SUPERVISOR: SIGNATURE:	
WINZ PAYMENT RECEIVED Y N	PARENT PAYMENT RECEIVED
\$..... date	\$..... date
\$..... date	\$..... date

SCHOOL HOLIDAY CARE

SCHOOL HOLIDAY PROGRAMMES

Servicing Maungaraki School, Waterloo School, Our Lady of the Rosary School Waiwhetu, Gracefield School, Hutt Central School, Petone Central School, Wilford School, Randwick School, SS Peter and Paul School, Arakura School, Wainuiomata Primary School, Avalon Intermediate, Avalon Primary School, Belmont School, Boulcott School, Dyer Street School, Epuni School, Fernlea School, Konini Primary School, Koraunui School, Maranatha Christian School, Naenae Intermediate, Naenae School, Normandale School, Pomare School, Pukeatua Primary School Wainuiomata, Raphael House Rudolf Steiner, Rata Street School, Sacred Heart School Petone, San Antonio School, St Bernadettes School Naenae, St Bernards College, St Claudine Thevenet School, St Michaels School Taita, Taita Central School, Tawhai School, Tui Glen School, Wainuiomata Intermediate, Wa Ora Montessori School, Wilford School, Eastern Hutt School, Kelson School, Korokoro School and Hutt Intermediate School the wider Lower Hutt school community.