

Enrolment Form

School Holiday Program



WILLOUGHBY
LEISURE

Responsible Persons Details

First Name: _____ Last Name: _____

Street Address: _____

Suburb: _____ Postcode: _____ State: _____

Email Address: _____

Mobile Ph: _____ Home Ph: _____ D.O.B: _____

1st Childs Details

First Name: _____ Last Name: _____

D.O.B: _____ Gender: Male Female Medical Conditions: _____

2nd Childs Details

First Name: _____ Last Name: _____

D.O.B: _____ Gender: Male Female Medical Conditions: _____

3rd Childs Details

First Name: _____ Last Name: _____

D.O.B: _____ Gender: Male Female Medical Conditions: _____

Emergency Contact Details

First Name: _____ Last Name: _____

Relationship: _____ Contact Number: _____

How did you hear about us?

Website Live Locally Word of Mouth Social Media E-Newsletter Referral

Referred Member Name: _____ Referred Member No#: _____

Services

Terms & Conditions

School Holiday Program



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Program Times: Drop off is between 8.00 AM and 9.00 AM at the WLC Sports Hall (Unless offsite program specified). **Program officially run from 9:00 AM – 3:00 PM, please be prompt.** Holiday program activities are subject to change due to unforeseen circumstances, weather or contractor issues.

After Care is available from 3:00 PM – 6:00 PM **SHARP**; fees apply for late pick-ups (\$1.00 / minute past 6:00 PM). Additional cost applies (must be pre-booked).

Arrivals / Departures: Parents/guardians **MUST** sign their children in and out each day.

Children will only be permitted to leave the location when accompanied by the adult nominated on the enrolment form. **Written notification is required to allow another person to collect your child.**

Offsite Locations: Drop off and pick up for this day is at Willis Sport and Recreation Centre located at: **325 Eastern Valley Way, Chatswood NSW 2067**. Please note there is no after care available and transport to and from Willoughby Leisure Centre cannot be provided.

Limitations: Kindergarten to Grade Six school children (**minimum age 5-years, maximum age 12-years**)

Enrolment: Enrolment will only be confirmed on full receipt of payment and completion of booking forms. Enrolments will close when maximum capacity is reached. No transfers, refunds or credits available – all missed bookings will be forfeited

Food: Morning/afternoon tea and lunch are **NOT** provided unless specified in the program. Children should bring enough food to include these meals. Please be aware that children attending After Care may require additional food.

The Café will be providing options for holiday program participants to pre-order food at the beginning of the day. **Order forms will be available and payment must be made at the Café. Children will also have the opportunity to purchase treats on the day.**

Medication, Allergies & Special Requirements: Parents are required to inform the centre of any medical conditions their child has when enrolling. Parents are requested to explain known triggers, symptoms and management strategies when dropping off their child to help staff recognise and treat the condition. Please advise the centre of any special requirements. Medication can only be administered by staff with written permission including signatures from parents/guardians.

Parents are required to inform the centre of any allergies their child has when enrolling. Parents are requested to explain known triggers, symptoms and management strategies when dropping off their child to help staff recognise and treat the condition. Please advise the centre of any special requirements.

Sun Smart: NO HAT, NO PLAY! Children are required to apply sunscreen when going outside. Sunscreen will be provided if necessary. Please be aware that most days children will spend some time outside, make sure they have everything they need to be sun safe. Instructors will be ensuring all children have sunscreen and hats before heading outdoors.

Outdoor Activities: Outdoor activities are weather permitting. In the event of bad weather, alternative activities may be undertaken. We strongly advise that all children bring their rain jackets and wear appropriate footwear for all activities.

Scooters & Skateboards: Children are allowed to bring their own scooters or skateboards during Skater HQ. Please do not bring them on any other program days. Protective gear will be provided and must be worn.

Centre Rules: Rules are established for the safety and well-being of all children. Disregarding rules may result in exclusion from the program following consultation with program staff and parents/guardians.

Inappropriate Behaviour: If a child displays inappropriate behaviour, staff will speak to the child about the rules and positively reinforce alternative behaviour. If no improvement is seen the child will be given time out. If a child physically harms another child or staff, time out will be given and the parent/guardian contacted. For other serious incidents the child's parent/guardian will be contacted.

Swim Activities: As per NSW Health guidelines, a child must wear swimmers to enter the pool. Swimming in underwear is not permitted in any circumstance. If a child has suffered diarrhoea they must not swim within 14 days of the illness. In the case they will be unable to attend for this reason, WLC will credit the payment with proof of a doctor's certificate. If a child does not bring their swimmers, they will have to sit out that portion of the program.

Discounts: Current WLC Family Members and Swim School Holiday Intensive Program participants are eligible for a 10% discount on school holiday program fees. The discount will only be applied if you notify us **before** your enrolment form is processed.

INDEMNITY STATEMENT

I, the parent/guardian, have read and agree to the attached school holiday program Essential Information overleaf and meet any costs attached hereto as outlined below. I accept full responsibility for my child/ren's personal belongings.

Willoughby Leisure Centre is authorised to obtain medical assistance required in the event of any unforeseen accident or illness and I agree to meet any expenses attached hereto. I accept full responsibility to provide my child with a hat and sunscreen on the day, due to the 'no hat, no play' rule. I accept full responsibility for my child/ren's behaviour during the program and in the event of misbehaviour I will be contacted and asked to collect my child/ren.

By law Willoughby Leisure Centre is bound by the Privacy and Personal Information Protection Act 1998 (PPIPA) and Health Records and Information Privacy Act 2002 (HRIPA). The Privacy and Personal Information Protection Act 1998 ("PPIPA") provides for the protection of personal information and for the protection of the privacy of individuals.

I accept full responsibility for my child/ren's attendance and in the event of absence on a booked day; I understand that no refunds, transfers or credits will be given.

I, the undersigned, agree that neither Willoughby Leisure Centre nor its partners are liable for any losses, damage and/or injury occurred and/or sustained by my child/ren in attending the school holiday program.

Responsible Persons Name: _____

Signature: _____

Date: _____