

Extra-Curricular Activities Terms and Conditions

1. I understand that by completing this document, I am giving my written authorisation as per the Education and Care Services National Regulation 99.
2. I understand that I must provide an Extra Curricular Activity Permission Form for each activity my child attends while they are in the care of **Kelvin Grove State College OSHC**.
3. I understand that an updated form is required immediately upon change of activity information.
4. I acknowledge that, where possible, a **Kelvin Grove State College OSHC** educator will escort my child to and from their activity and hand them over to the specified activity supervisor, unless another arrangement has been made.
5. I understand that when my child is attending the specified activity, responsibility for them rests with the activity supervisor and not **Kelvin Grove State College OSHC**. The Service will assume responsibility once the child returns from the activity at the specified time.
6. Where an activity begins immediately after school, my child will go directly from school to their activity and will not be signed into care of **Kelvin Grove State College OSHC** until such time as they arrive back to the Service.
7. I understand and acknowledge that I will still be charged for the time that my child is away from **Kelvin Grove State College OSHC** participating in the specified activity, and an absence will be marked if my child is collected during or straight after the specified activity.
8. I understand and acknowledge that the service has strict educator to child ratios to adhere to and the service cannot accommodate escorting children to/ from activities from 5:00pm onwards.
9. I acknowledge and understand that where there is only one child to be escorted staff are unable to accommodate this and an alternative arrangement will be required.

Kelvin Grove State College OSHC will:

- Make every effort to ensure children attend their specified activity, however, are not responsible for children completing their activity.
- Make every effort to allocate an educator to the extra-curricular roll in order to escort children to/from their activities and facilitate the sign in/out process.
- Ensure that without this form, no child leaves the care of **Kelvin Grove State College OSHC**.

Parents will:

- Report any permanent changes to the specified activity to **Kelvin Grove State College OSHC** immediately by completing a new Extra Curricular Activity Permission Form. If a one-off change is required, an email is sufficient.
- Advise **Kelvin Grove State College OSHC** if your child no longer attends an activity, including the permanent conclusion of an activity. The Service must be notified by email.
- Communicate with the Service *via phone* if you are going to be collecting your child prior to the completion of their activity and you have advised via the activity permission form that they normally would return to **Kelvin Grove State College OSHC**.