



# YMCA OSHC

## After School Care Booking Form

<b>Service:</b>	
<b>Account Name:</b>	
<b>Child's Name:</b>	

My child/ren require transport  Yes  No

### I wish to use YMCA OSHC:

Casually AND/OR  Permanently (*see below*)

Please specify booking pattern (For Permanent Bookings **ONLY**)

#### Weekly

(start date \_\_\_\_\_)

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

#### Fortnightly

Week One (start date \_\_\_\_\_)

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Week Two (start date \_\_\_\_\_)

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

### Please notify us of any known absences so that they can be excluded from your bookings;

*Please note that for each year, families will be entitled to absences without fee for up to 20% of their bookings per term. Bookings will only be removed without charge when the required notice period of 1 week is provided and the dates are either identified on this form or the 'Request for Absence' form is completed.*

#### Office Use Only

Received Via:		Booking Completed By:		Date:	
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### Bendigo Regional YMCA

Children's Services

**Address:** 74-78 Holmes Rd, North Bendigo 3550

**Phone:** 03 5444 6666

**E:** bendigo.regional@ymca.org.au

**W** www.bendigo.ymca.org.au



# YMCA OSHC

## After School Care Booking Form

### BOOKINGS

There are two types of bookings that can be made at the OSHC services - please see below.

#### Permanent

A permanent booking is defined as a child booked to attend the service on the same day/s each week or fortnight.

The payment for all permanent bookings is Direct Debit, two weeks in advance. We cannot schedule or confirm any permanent bookings until direct debit details have been provided on your child's enrolment form.

#### Casual

Casual bookings are days that do not fall into a regular weekly or fortnightly pattern. Any casual bookings must be made by contacting Children's Services Office no later than 2.30pm on the day of attendance. Last minute bookings will depend on available spaces and payment must be made to secure booking. Bookings made after 2pm will incur a late booking fee.

### FOR OUR CANCELLATIONS POLICY PLEASE SEE OUR FAMILY HANDBOOK

**FEES** (Note that these fees are BEFORE Centrelink benefits are applied)

<i>Program</i>	<i>Permanent Booking</i>	<i>Casual Booking</i>
<b>After School Care</b>	\$26	\$31
<b>After School Care – Transport Fee</b>	\$30	\$35
<b>After School Care Late Booking Fee</b>	\$32	\$37

I have read and understood the OHSC Family Handbook.

Service Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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