VICTORIA AVENUE SCHOOL
OUT OF SCHOOL CARE PROGRAMME

After School Care is held in the school hall/community room,.and operates five days per week between 3pm and 6pm and is for Year 1-6 children inclusive.
The Out of School Care Programme is under the management of the Board of Trustees.
The Management Committee comprises:

Barbara Hale:	Coordinator (the owner of Barbara's Place) Ph 021 704 892
Allan Short	Victoria Avenue School Principal

Programme:
- Afternoon tea
- Supervised homework
- Outdoor activities: free play, sport, games
- Indoor activities: art, craft, games, reading

Fees: $20.00 per day (GST inc)
Late pick up fee $10.00 for each 15 minutes or part thereof.

Terms of Payment:
- **Fixed Attendance:** Fees for the term will be invoiced in advance, at the start of the term. Payment is to be made in full by the date of the first instalment, or by automatic payment in 3 instalments by the due dates during that term. Receipts will be issued monthly.
- **Casual Attendance**: Fees will be invoiced in arrears, at the end of the term. Payment is due within 7 days of the invoice date. Receipts will be issued.

Limit: We have a limit of 35 children with a 1:10 ratio. Bookings will be taken on a first received basis.

PRE-ENROLMENT FORM

Child's Name: _____ **Child's DOB:** ____/_____/_____
First Name Surname

Parent's Name: _____
First Name Surname

Address: _____

_____

_____

Contact Details:

Home Phone: _____

Work Phone: _____

Mobile Phone: _____

Days Required: (Please Circle) **MON TUES WED THURS FRI**

Preferred Start Date : _____

Signature: _____

Date: _____

***Please return to the school office ASAP.**

Office Use: Order Received: ☐