

# PARENT/CAREGIVER AGREEMENT

1. I acknowledge that the holiday programme will be run by HWC staff and all HWC policies and procedures will be adhered to at all times.
2. I agree to staff seeking medical assistance for my child as necessary. Any cost incurred in obtaining such aid will be met by me.
3. I agree not to bring my child on the programme if he/she has any infectious or contagious condition, e.g. chicken pox, vomiting, diarrhoea.
4. Children are expected to arrive with sunscreen already applied.
5. I give permission for my child to go on all trips as outlined in this programme, including any unplanned changes to trips due to weather.
6. I agree that if I fail to pay my account and HWC has to involve a debt collection agency, the collection costs incurred will be added to the total of my account.
7. There will be no refunds due to cancellations.
  - All bookings are to be made 2 weeks before the programme begins, any bookings or changes after this date will be subject to the below administration fee:
  - A \$10 administration fee will apply to ANY booking after this date and will include changes to a booking, including adding or swapping days.
8. I agree to pay the full amount of my fees before the first Monday of the programme my child has enrolled in.
9. I agree that any photos and videos taken during the HWC holiday programme may be used for promotional purposes and may appear on the website/Social Media pages.
10. I acknowledge in signing this form that neither the staff nor management of the programme will be liable for any loss or damage (by way of accident, injury, theft, or otherwise) arising out of attendance at The Homework Club.
11. Any intentional damage to belongings or property may be charged to the parent/caregiver.
12. I understand the HWC Behaviour Plan and that a Serious Incident will result in an imposed exclusion for the rest of the programme, without notice (a refund will be given for exclusion time only)

**Please sign your acceptance of this agreement on the enrolment form.**



## OUR PHILOSOPHY

- ✓ A friendly, family setting to enhance the emotional well being of the child and to ensure they are kept safe from harm.
- ✓ Positive routines and rewards enabling the child to feel a sense of achievement and belonging.
- ✓ Activities which will engage the child physically, mentally and emotionally.
- ✓ Experienced and friendly staff, with a ratio of 1:10 on site and 1:8 when out on excursions.

## WHERE TO FIND US...

### 5 - 9 YEARS

Cashmere Primary School - Epi Centre  
135 Hackthorne Road, Cashmere  
**5-9 Mobile:** 021 274 1964

### 9 - 13 YEARS

Landsdowne Community Centre  
8 Landsdowne Terrace, Cashmere  
**HWC mobile:** 021 274 1960



Sara Shamy



PO Box 28069, Beckenham, Christchurch



021 274 1963



info@theworkclub.co.nz



We prefer payment via direct debit

Account number: 12 3147 0175001 00

please use child's full name as reference

The Homework Club Holiday Programme is pleased to acknowledge the valuable contribution made by the Ministry of Social Development.

4TH - 15TH  
OCTOBER 2021

# THE HWC HOLIDAY PROGRAMME

5-9 YEARS &  
9-13 YEARS



## TIMETABLE AND INFORMATION

# 5-9 YEARS

WEEK 1	MONDAY 4th	TUESDAY 5th	WEDNESDAY 6th	THURSDAY 7th	FRIDAY 8th
Morning Activity	SELWYN POOL	SPRING CRAFTS	ARION FARM PARK	BURGER DAY	SPENCER PARK
Afternoon Activity	ICING BISCUITS	SHELL MAGNETS	MASKS	100S AND 1000S CUPCAKES	METALLIC BEADS
WEEK 2	MONDAY 11th	TUESDAY 12th	WEDNESDAY 13th	THURSDAY 14th	FRIDAY 15th
Morning Activity	FERRYMEAD HERITAGE PARK	KIWIANA DAY	INFLATABLE WORLD	KITE DAY	MOVIES
Afternoon Activity	CHEERIO NECKLACES	PAINTING ROCKS	NAIL ART	DVD TIME	TRACING ART

# 9-13 YEARS

WEEK 1	MONDAY 4th	TUESDAY 5th	WEDNESDAY 6th	THURSDAY 7th	FRIDAY 8th
Morning Activity	HORSE RIDING	MOVIE DRESS UP DAY	SELWYN POOL	BURGER DAY	SPENCER PARK
Afternoon Activity	COCO POP SLICE	CHEESE MUFFINS	PLASTER PAINTINGS	COASTER CREATIONS	METALLIC BEADS
WEEK 2	MONDAY 11th	TUESDAY 12th	WEDNESDAY 13th	THURSDAY 14th	FRIDAY 15th
Morning Activity	FERRYMEAD HERITAGE PARK	PARK AND DAIRY TRIP	INFLATABLE WORLD	NERF WARS	MOVIES
Afternoon Activity	DONUTS	TRACING ART	CLASSIC GAMES	DVD TIME	NAIL ART

\*Please note if we are in level 2 we will make changes to the scheduled programme accordingly.\*

## WHAT TO BRING

- ✓ **Morning & Afternoon Tea**
- ✓ Packed lunch
- ✓ Plenty to Drink
- ✓ A Hat
- ✓ In warmer months come wearing sunscreen
- ✓ Swimming togs/towel on Monday/Wednesday
- ✓ Warm coat and sensible shoes
- ✗ No money or valuables to be brought to HWC
- ✗ No mobile phones, iPods or Playstations!

## GENERAL INFORMATION

**WHEN:** 4TH - 15TH OCT 2021

**TIME:** 8.00am – 6.00pm

**COST:** \$55 per day 8.00am – 6.00pm  
\$45 per day 8.00am – 3.00pm  
\$65 per day for late bookings

(Bookings 1 week or less before the programme starts OR during the Programme constitute as late).

We are approved by MSD (Ministry of Social Development) so parents may be able to access the Winz subsidy. 10% DISCOUNT for full week attendance or for 2 or more children attending.

## ENROLMENT FORM

Child's Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Ethnic Background \_\_\_\_\_

School \_\_\_\_\_

Special Needs \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Emergency contact number (1) \_\_\_\_\_

Contact number (2) \_\_\_\_\_

Parent / Caregiver name and contact numbers \_\_\_\_\_

Parent / Caregiver name and contact numbers \_\_\_\_\_

Family doctor's name and contact number \_\_\_\_\_

Authorised persons to collect your child: \_\_\_\_\_

Days of care - Please circle:

**5 - 9 programme**

**9 - 13 programme**

**WEEK 1** MON TUES WED THUR FRI

**WEEK 2** MON TUES WED THUR FRI

I would like to collect early at 3.00pm **YES / NO**

Please provide any relevant information that staff should be aware of (i.e medical conditions/allergies/fears/dislikes/behaviour problems etc.) Please remember that 50% deposit is required to secure a place on the holiday programme for your child.

**I have read and agree with Parent/Caregiver Agreement:**

Parent/ Caregiver Signature: \_\_\_\_\_

Date: \_\_\_\_\_