

18 - 22 Dec & 8 - 26 Jan 2024 HOLIDAY PROGRAMME Registration



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

**AQUATIC
CENTRE**

| | | | | | | | | |
|------------------------------------|---|-----------------------|---|-----------------------|------|-----|-----------|------|
| Child's Name: | M | <input type="radio"/> | F | <input type="radio"/> | DOB: | DAY | MONTH | YEAR |
| Child's Name: | M | <input type="radio"/> | F | <input type="radio"/> | DOB: | DAY | MONTH | YEAR |
| Child's Name: | M | <input type="radio"/> | F | <input type="radio"/> | DOB: | DAY | MONTH | YEAR |
| Parent / Caregiver's Name: | | | | | | | | |
| Address: | | | | | | | Postcode: | |
| Email: | | | | Phone (Mobile): | | | | |
| Phone (Home): | | | | Phone (Work): | | | | |
| Medical Conditions / Special Care: | | | | | | | | |

Two emergency contacts are required that are different from the above parent/caregiver.

| | |
|--|--------|
| Alternative Emergency Contact Person 1: | Phone: |
| Alternative Emergency Contact Person 2: | Phone: |
| People Authorised to Collect your Child: | |
| | |

Please notify the coordinator of any other information that may be relevant.

| | | | |
|---|----------|-----------|----------|
| Swimming Ability (please circle one) | Beginner | Confident | Advanced |
|---|----------|-----------|----------|

Please circle the days (DAY) and after care (AC) that you require for your child/ren.

DAY is from 7:30am - 3:30pm / AC is from 3:30pm - 5:30pm

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|----------------------------------|-----------|-----------|-----------|-----------|-----------|
| Week One 18 - 22 Dec | DAY AC | DAY AC | DAY AC | DAY AC | DAY AC |
| Week Two 8 - 12 Jan | DAY AC | DAY AC | DAY AC | DAY AC | DAY AC |
| Week Three 15 - 19 Jan | DAY AC | DAY AC | DAY AC | DAY AC | DAY AC |
| Week Four 22 - 26 Jan | DAY AC | DAY AC | DAY AC | DAY AC | DAY AC |

OSCAR SUBSIDY APPLICANTS ONLY

Only fill this part in if you are applying for the OSCAR Subsidy through WINZ

Earliest drop off time each day: _____ am

Latest pick up time each day (until 3:30pm): _____ pm

Latest pick up time each day with aftercare (until 5:30pm): _____ pm

WINZ Client number (SWN): _____

No refunds or cancellations will be accepted.

| | |
|---|--|
| 1. | I approve of the programme enrolment and have read the Privacy Act 1993 (below). |
| 2. | I understand that staff will exercise due care, but accidents can happen and I authorise any medical care urgently required. |
| 3. | I understand that the programme activities may be altered due to weather or circumstances beyond our control. |
| 4. | I understand that I/my child will be responsible for his/her property and behaviour. Unacceptable behaviour will result in the need for your child to be collected from our programme. |
| 5. | I understand that by enrolling in the programme I/he/she must abide by any rules and policies and procedures' of the Napier Aquatic Centre. |
| 6. | There will be no refunds for cancellations or absences unless a medical certificate is presented for the date of absence in question. Once booked you are NOT able to change days or withdraw out of the programme. |
| 7. | I agree to pay the required fees for the programme before the programme commences. I will pay any outstanding balances on my account before I book. |
| 8. | Images & Video taken of participants during Napier Aquatic Centre programmes may be used for future promotion. Please fill and sign the attached consent form to ensure we have permission to do so. |
| 9. | I agree that my child/ren can travel on the Tranzit Bus service that is used for external trips for activities. |
| The Policies and Procedure's manual is available to read. Please ask for a copy from the Programme Coordinator. | |
| Privacy Act 1993: Napier Aquatic Centre collects the above information for the purpose of programme registration. The information is not required by law. However, if refused, enrolment may be declined. Napier Aquatic Centre will only use the information for management purposes and you may view this information and check the details you have supplied. | |
| Signature | |
| Date: | |

Late pickups will be billed accordingly and invoiced to the parent.

| DATE | EVENT | WHAT IS NEEDED |
|--|-------------------------|---|
| Please bring daily: Togs, towel, footwear, hat, suitable clothing for the day, packed lunch, water bottle | | |
| Appropriate clothing & shoes for activities: Please make sure you provide your children with the appropriate clothing and shoes for our activities. Cover shoes are required on our trip days. Please name everything. | | |
| Change of activity: In the event of bad weather or unforeseen changes to our planned programme, we reserve the right to change the activity on any day that is required. We will endeavour to make the change as early as possible and notify parents and caregivers. | | |
| IF YOUR CHILD IS UNWELL PLEASE KEEP THEM AT HOME: Unwell children will be asked to be collected. | | |
| Tuesday Dec 19 | Wheels on Parade | Wheels they can ride: scooter or pushbike (with a helmet) Clothing suitable for this activity. We will transport the bikes or scooters to Marine Parade |
| Friday Dec 22 | Movie Day | Optional – money for treats (an order form will be sent out prior) |
| Monday Jan 10 | The Amazing Race Napier | Suitable footwear and clothing (we will do doing a lot of walking around the Napier CBD) |
| Thursday Jan 18 | Bird Spotting | Suitable footwear and clothing (we will be walking around the estuary near the airport) |
| Friday Jan 19 | Movie Day | Optional – money for treats (an order form will be sent out prior) |
| Tuesday Jan 23 | Flip-Tastic | Suitable clothing for Omni Gym |
| Wednesday Jan 24 | Bay Skate | Suitable clothing for this activity. You may bring your own helmet, scooters etc. Otherwise the equipment will be provided |
| Friday Jan 26 | Party Time | Optional: Come dressed to impress for our DISCO |

HOLIDAY PROGRAMME

Additional information

Bookings

To ensure a spot for your child, visit our website www.napieraquatic.co.nz to book online or visit our friendly team at the Napier Aquatic Centre reception for a paper copy of the registration form. Spaces are limited. If you find that a day you require is full, you can choose to go on the waiting list and will be contacted at least 24 hours before the day begins if availability opens. Registration forms need to be correctly filled out for each holiday programme period and any extra information important to the care of your child needs to be passed on to the coordinator or supervisor at the time of booking. You may also need to fill out or amend a special care form.

Payments

When booking through our online booking system Enrolmy, you will be able to complete payment using your credit card. This will secure your booking. If you are wanting to pay another way, these payments must be made at the Napier Aquatic Reception (payment will be required before the booking is confirmed).

Cancellations

If your child is sick or unable to attend the programme the direct line to the Holiday Programme is 027 413 7697. Please text, call or leave a message on this number during programme hours only. Remember, it is your duty to know the days you booked at time of booking. A credit will be given only if notice is given before 8.00am the morning of your booking and upon sighting a medical certificate. You are still liable for costs if you decide your child will not be attending. No refunds will be given and once you have booked the days, they are final. Visit our website for all Terms and Conditions related to you booking.

OSCAR Subsidies

The Napier Aquatic Centre accepts OSCAR subsidies. If you wish to be eligible for a subsidy, please contact the programme coordinator for more advice. If you want to register your child with an OSCAR subsidy you must do so with the programme coordinator at the centre. You can do this at the time of booking. Please bring all the relevant forms that are required to be filled out for your application. We have full application forms and declarations at the centre. Forms must be submitted at least 2 weeks before the start of the holidays. It is a good idea to pick up a subsidy information brochure from our facility or from the WINZ website to find out the hours you are eligible for. PLEASE NOTE if you apply for an OSCAR subsidy, and your application is declined, you are still required to pay for the spaces you've booked for your child. So please, if you are not sure about your subsidy, please speak to WINZ first.

Programme Hours

The structured programme runs from 9:00am-3:00pm each day. However, children can be dropped off between 7:30 - 9:00am and collected by 3:30pm. If you wish to drop your child off at 9:00am and pick them up at 3:00pm the day fee of \$39.00 still applies. Please ensure children are at the centre no later than 9:00am as we have scheduled activities or may be leaving the complex shortly after that time. After care is available 3:30 - 5:30pm at \$9.00 per day. Pick up is strictly no later than 5:30pm and late pick-ups will be charged extra (visit our website for Terms and Conditions). When there is no structured programme (7.30- 9.00am and 3.00-5.30pm), children will be supervised by a minimum of two staff and can choose their own activities such as colouring in, swimming, games, crafts, or watching a movie.

Sign In/Out

Please drop off and collect your child directly from the pavilion. This can be accessed by the door opposite the netball courts. You will be able to use the car park off Flanders Avenue. However, there is no thoroughfare to the Maadi Road car park. You will need to electronically sign in and out every day. If you have the Enrolmy App, you can sign in/out using the QR code at the pavilion.

Requirements

We swim every day so please pack togs and essentials in a well-named bag. Children also need to bring a sunhat, closed-toe shoes, and a jacket - no jandals. They must also bring their lunch, morning and afternoon tea, and a water bottle. If your child is staying for after care, please provide a snack for this time too. Please do not give your child food that needs cooking or heating and no sugary or energy drinks are allowed.

Phones, Toys & Money

These items are prohibited unless otherwise stated. Please ensure your child leaves valuables at home. We are not responsible for missing or broken property. Money for food is not allowed unless for an activity such as the movies.

Medication

If your child needs to take medication (including asthma) during the programme you need to inform the instructors, give them the medication and fill in a medication consent form. Please note, we do not administer or provide medications such as paracetamol or asthma inhalers.

Policies & Procedures

Please ask the programme coordinator if you would like to view our policies and procedures manual for guidance.

HOLIDAY PROGRAMME

Photo consent form



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| | |
|---|---------|
| 1. Personal Details (of the person being photographed) | |
| Name: | |
| Ethnicity: | |
| Age: | Gender: |
| Parent / Caregiver's Name: | |
| | |
| 2. Consent (to be filled in and signed by a parent or legal guardian for children under the age of 18 years) | |
| I, (name): | |
| give the Napier Aquatic Center permission to use photos of the person details above to be used | |
| <ul style="list-style-type: none">• On the Napier Aquatic Centers Webpage and Social Media• On future Napier Aquatic Center Holiday Program brochures or posters• I have read and understood the 'Terms of Use' of this consent below (please tick the box) | |
| Signature: | |
| Date: | Email: |

Terms of use

Photos may be used by the Napier Aquatic Centre for full use, for promotional materials in both print and electronic media including websites, social media and brochures. Any images will be stored and used in accordance with the Privacy Act 2020.

Respecting your Privacy

- The personal details you provided in section 1 are confidential and will be stored securely by the Napier Aquatic Centre
- You have the right to request in writing, that the Napier Aquatic Centre discard or stop the use of photos of your child
- We will not name your child in photos