

Dear Parents and Caregivers,

Youthtown North Shore will be opening registrations for the next holiday programme at **10 am Monday November 28th 2011**

As usual, we will accept registrations in person, email or fax. Please be aware that your account needs to be cleared to be able register for the upcoming holidays. If you are unsure of your account status please contact me.

We are unfortunately not able to be on site full time. Our office hours during registration are as following:

Monday 28th	10am – 2:45pm
Tuesday 29th	1:30pm – 2:45pm
Wednesday 30th	10am – 2:45pm
Thursday 1st	10am – 2:45pm
Friday 2nd	10am – 2:45pm

from 3:30 - 6:00pm every week day the After School Programme is in operation. You are welcome to leave your forms on site and we will be in touch to confirm receipt of these asap. The After School Programme staff are not able to enter or confirm your enrolment, as we are strict on the first in, first served and receiving enrolments in various mediums can mean there is an overbooking. But, they will happily take your enrolment form, date and time the form and hand over to the Holiday Programme Department. However remembering that your registration will not be confirmed until full payment has been made.

**To confirm your booking the full amount is due upon registration.**

For all our OSCAR Subsidy parents, to complete our part of the process, we need an up to date enrolment form (if not already submitted this year) and a completed registration form. Once we have completed this part, it is the parent's responsibility to submit these forms to WINZ. A \$50,- deposit per child per booking will be charged for in- house only days or the short fall for all trip days is charged to secure your booking. (E.g if the day is \$25 and the trip is \$35, the deposit amount for that day is \$10, calculated over all the booked days is then the total deposit). Please note, we will accept 14 year olds into the programme, as many of the trips especially they would love, however, there is no guarantee that WINZ will cover their application because of age.

Our phone lines often get jammed, email is the best option for contact :)

We will be running an in-house programme from the 19th - 23rd December, Then a usual HP from the 9th – 31st January and 1st – 3rd February In-house only again.

We have another fantastic theme planned and some cool trip experiences booked, so we trust that you and your family will enjoy the programme as much as we love bringing it to you.

I Look forward to seeing you all soon!