



Larrakeyah Primary School

Pathways to Excellence

Extra-Curricular Activity Program Registration Information Term 4, 2018

To register for the Extra-Curricular Activity program you will need to go On-Line. If you do not have access to a computer there is one in the School Office available to be used or, alternatively, you can email the ECA Coordinator, Rick Collister (rick.collister@ntschoools.net).

Registration Procedures are:

- **Online:** go to www.schoolinterviews.com.au and type in the code **cy66r** and enter your information. You will only need to put in your No. 1 preference. If the student limit for the activity is reached you will have to select your second preference. Bookings are open now and close on **Sunday September 16 at 5pm**.
- **Email:** send an email to rick.collister@ntschoools.net. Email registration closes **Sunday, September 16, at 5pm**. You will need to give the following information: a) your child/children's name/s. The activity/ies you would like them to take part in.

The Online method is the recommended one to use.

Please contact the ECA Coordinator, Rick Collister, on 8981 3211 (School Office) or by email (rick.collister@ntschoools.net) should you require further clarification.

Activities for Term

Bollywood Dancing
Ball Skills
Tennis
Ballet
Ice Skating
Golf Tuition
Squash
3D Art & Craft
STEM
Chess

The description of each activity available for Term 4 can also be found on our school website: www.larrakeyahprimary.com.au/

Important Notes and Conditions For Parents

- Enrolment is on a *first-in, first-served* basis. Confirmation of Enrolment is sent out when your registration is done on the School Interviews website. Payment details will also be on the Confirmation letter.
- Where possible all students get their first choice. **On-line enrolment:** if your first choice option is full then you need to select another option. **Email:** these registrations are immediately transferred to the online booking form. The On-line enrolment option is the best option to use to get your choice because you know immediately if there is a place available.
- If you miss out on your first choice because the activity is full you can select a 2nd choice and then send an email requesting to be waitlisted for the first choice activity.
- Each activity needs a minimum number of students enrolled for it to commence. The minimum for each activity varies but is usually around 8 - 10 students. If, when enrolments close, an activity does not reach the minimum number of students you will be contacted and have the opportunity to enrol in another activity, if there is space available.
- **Once you have registered for an activity you will receive an email confirming registration. Do not pay then. You pay when you receive an email confirm the activity is definitely going ahead.**
- Weekly sessions will commence **Term 4, Week 2, Wednesday 24th October, 2018** (3pm – 4pm) and continue for 7 weeks, finishing on **Wednesday 5 December, 2018**. There are some differences for the Squash, Golf Tuition and Ice Skating. See the special notes on the next page for this.
- It is a parent's responsibility to organise suitable transport home from school at the completion of the activity. Parents must pick up their child at the end of the ECA session or notify the school of alternative arrangements for your child to be collected from outside the school office. If your child attends OSHC the instructor/teacher will direct them to OSHC. If your child is not being collected by yourself, or another adult, a note must be sent to school explaining how your child will be getting home (e.g. walking, catching a bus, riding a bike). In the event your child is consistently late being collected (3 times without notification) then they will be asked to stop attending the ECA Program.
- If a session is cancelled, a make-up session will be arranged at a later date and parents will be notified.
- Once students have enrolled in an ECA, their attendance each week is compulsory. During the term, if they are absent from the ECA on 3 or more occasions without an explanation they will be deemed as having withdrawn from the activity.
- **Parents must indicate upon registration the method of collection for their child** (whether they walk home, will be picked up from the venue, go to OSHC, etc)
- If a student is absent for a session there will be no refunds or make up sessions unless the absence is due to a school activity.
- Registering for an activity indicates acceptance of these Conditions.
- **Withdrawal from an ECA.** Once the program commences students are only able to withdraw from an activity after the first week if they don't feel the activity is what they expected. If they don't withdraw then, they will be expected to finish the full 7 week program. If students withdraw from the ECA program after the first week they will be charged for one session and then receive a credit for an ECA in a subsequent Term. If students withdraw from an ECA after the first week to commence another activity they will be required to pay the difference if the new activity has a higher cost.

PAYMENT

Payment is due upon receipt of Confirmation of Enrolment which you should receive on Monday September 17th. Payment needs to be made by Friday 21st September, 2018 to guarantee a place in the activity. If payment is not made by that date the place in the activity will go to someone on the waitlist.

- **If you are paying through Direct Debit, please indicate which activity you are paying for.**
- ECAs will be invoiced in full and cannot be pro-rated.
- Payment is only required when you have received notification of the offer of a place in an activity.

- **NT Government Sport Vouchers can only be used towards payment of:**
- **Ice Skating**
- **Golf Tuition**
- **Tennis.**
- **If you are intending to use your voucher for one of these ECA activities you must pay any difference by the due date. When your voucher arrives you must hand it in to finalise payment. The vouchers can be used in either Term 3 or 4.**

Special Notes re:

Squash, Golf Tuition and Ice Skating

We have been able to negotiate substantially reduced costs for group bookings for these activities. The cost for these activities is higher than the other activities due to the following factors:

- Bus to and from the venues
- Coaching is provided by the Club Professional (Golf Tuition), the Darwin Ice Hockey Coach (Ice Skating, experienced players at Squash)
- All venues have Public Liability Insurance to cover against accidents
- All equipment for each sport is provided (Clubs & Balls – Golf; Ice Skates, Sticks and Safety Gear - Ice Hockey; Racquets and balls - Squash)

Because these activities are going to be held off site it does affect the timing of the activities because times now have to include travel to and from each venue. Depending on the numbers we will use a combination of a large bus (53 seater), a 21 seater or 13 seater mini-bus.

- Students will leave school at 2:30pm to begin their activity at 3pm and return to school at 4:20pm. It is still a parent's responsibility to organise suitable transport home from school at the completion of the activity. Parents must pick up their child at the end of the ECA session when they arrive at school, or notify the school of alternative arrangements for your child to be collected from outside the school office. If your child attends OSHC the teachers will direct them to OSHC. If your child is not being collected by yourself, or another adult, a note must be sent to school explaining how your child will be getting home (e.g. walking, catching a bus, riding a bike).

Special Deal with Golf Tuition

The Darwin Golf Club accepts the School Sports Vouchers. This means that the cost for the 7 weeks will be \$140 plus the voucher – a total of \$240. However, the Club Professional recommends that the students try to keep hold of their voucher until the end of the 7 weeks as, if they enjoy it, they will be offered membership to the Darwin Golf Club for \$100 and it includes all of their Saturday Morning Junior Coaching. This is an excellent deal and well worth keeping in mind if your son/daughter would like to try golf and wants to continue, or is already playing socially – club membership and junior coaching for \$100 is great value.