



Extra-Curricular Activity Program Registration Information Term 4, 2020

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, Steve Lineham (steve.lineham@ntschoos.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 1st preference. If the student limit for the activity is reached you will have to select your 2nd preference. When selecting an activity for your child you must select their **Year level** which then allows you to pick an available activity. Bookings are open now and close on **Sunday, September 13, at 5pm.**
- **Email:** send an email to steve.lineham@ntschoos.net. Email registration closes **Sunday, September 13, 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. If numbers do not reach the minimum number required then that activity will not go ahead and you will be given the opportunity to select a new activity.

Please contact the **ECA Coordinator, Steve Lineham**, on 8981 3211 (School Office) or by email (steve.lineham@ntschoos.net) should you require further clarification.

Activities for Term 4 – you can choose from the following 9 activities:

All activities take place on a Wednesday

Morning Running Club 7:00am – 8:00am; Tennis; Ice Skating; Soccer; Australian Rules Football; Lego Engineering; Creating AR and VR with CoSpaces and Merge Cubes; 3D Printing and Chess.

The description of each activity available for Term 4 can also be found on our school website:

www.larrakeyahprimary.com.au/

***** Please remember that with many of the activities the instructor caters for different levels of ability, which means that if you do the activity in Term 3, you can do it again in Term 4 because they will extend students. It is also important to remember that the activities that are carried out in one term may vary in the next term. This means that students are not doing exactly the same thing every term. Activities change and often the instructor changes as well. ******

Important Notes and Conditions For Parents

- Registration is on a *first-in, first-served* basis. **Confirmation of Registration** is sent out when your registration is done on the School Interviews website. Payment details will also be on the Registration letter. **Please do not pay then.**
- Where possible all students get their first choice. **On-line registration:** 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 registration 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 registered for it to commence. The minimum for each activity varies but is usually around 10 students. If, when registrations 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.
- **DO NOT PAY UNTIL** you receive an email from the ECA coordinator to confirm the activity will be definitely going ahead. Activities will be cancelled if interest for a particular activity has been low during registration.
- Weekly sessions will commence **Term 4, Week 2, Wednesday 21st October, 2020** and continue for 8 weeks, finishing on **Wednesday 9th December, 2020.**
- **Parents MUST indicate upon registration the method of collection for their child.** The following information must be entered into the School Interviews site when registering: What the student is doing after the activity. Are they:
 1. *being collected from the school office at the end of the ECA session,*
 2. *being collected from the activity,*
 3. *going to OSHC,*
 4. *riding or walking home.*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 by the school, a make-up session will be arranged at a later date and parents will be notified.
- Once students have registered 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.
- 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.

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 8 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.

- **Registering for an activity indicates acceptance of these Conditions.**

Payment:

Payment is due upon receipt of **Confirmation of Activity Commencing**, which you should receive on **Monday, September 14, 2020**. Payment needs to be made by **Wednesday, September 23, 2020** 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.**

- The details are: Account: Larrakeyah School
BSB: 035302
Account No: 220973
Ref: please write 'ECA' and child's surname

- 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 from the ECA Coordinator.

- **NT Government Sport Vouchers can only be used towards payment of: Ice Skating, Tennis and Soccer.**
- **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 the School Office to finalise payment.**
- **Sports Vouchers need to be applied for online. Click on the following link to access the Vouchers <https://nt.gov.au/leisure/sport/sport-and-swim-vouchers/sport-voucher-scheme-urban/get-sport-vouchers-for-your-child>**

Special Notes re: Ice Skating

- We have been able to negotiate substantially reduced cost for group bookings for this activity. The cost is also higher for this activity than the other activities due to the following factors:
 - Bus to and from the venues
 - Coaching is provided by the Darwin Ice Hockey Coach and a figure skating coach.
 - The venue has Public Liability Insurance to cover against accidents
 - All equipment for ice skating, and, when necessary, Ice Hockey is provided (Ice Skates, Sticks and Safety Gear - Ice Hockey)

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 24 seater, a 21 seater or a 13 seater mini-bus.

- Students will leave school at 2:25pm 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).

Tennis and Soccer

- These activities will be held at Top End Multi Sports at Coconut Grove. Students will travel by bus from Larrakeyah School to Top End Multi Sports Centre, receive their coaching and then return to Larrakeyah Primary School. This will mean that students will leave School at 2:25 and return to school at 4:20pm. Therefore parents, if you pick your child up after the ECA you will now do so at 4:20 if they are doing Tennis or Soccer.