



## Normanhurst West OSHC

### Out of Centre Activity Authorisation Form

Child Surname: \_\_\_\_\_

Child First Name: \_\_\_\_\_

I give my child permission to attend the following Out Of Centre Activities.

Day	Activity	Start Time	Finish Time	Location

I understand:

- Centre staff will remind my child to attend the activity, however will not be held responsible should my child refuse to attend.
- If the staff believe it is in my child's best interest for them to not attend the activity, they may refuse the authorisation. This will only be in the case of extenuating circumstances.
- Where my child attends an activity straight after school, they must attend OOSH, have their name marked off and be signed out by the responsible person on duty, prior to going to their additional activity. This is so the staff can account for the safety of every child in their care.
- After returning from an out of centre activity, my child must advise the staff member they have returned from the activity so they can be signed back in. Staff from OSHC will collect the child from the out of centre activity.
- It is my responsibility to advise the centre of any changes to the abovementioned out of centre activities.

#### Signed by Authorised Person

Authorised Person Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Nominated Supervisor (or Responsible Person on Duty) Authorisation (STAFF USE ONLY)

Staff Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_