

## **VICTORIA UNIVERSITY SPORTS CAMPS 2012** **SPORTS CAMPS**

### **Werribee Campus Information Package**

*This package is designed to provide information after your registration is received. Please read this carefully and keep for future reference.*

#### **1. Drop Off/Pick Up:**

**WEEK OF 16<sup>TH</sup> - 20<sup>TH</sup> OF JANUARY 2012.**

Children to be dropped off and picked up at Victoria University Fitness Centre. Gate 3 Victoria University Werribee Campus, on Hopper's Lane off of Princess Highway, Werribee.

- Drop Off: from 8:30am – 9:00am
- Pick Up: 3:30pm – 3:40pm



**Routley's Bakery**



#### **2. Sports Camps T-shirts**

A T-shirt is included in a one week registration. If booked in for two weeks only one T-shirt is provided as a discount applies to a second week registration. Students attending Sports Camps on a scholarship or single day or multi-day registration have the option of purchasing a T-shirt for \$10.00. T-shirts can be purchased from day one of your Sports Camps.

#### **3. What to Bring:**

##### GENERAL LIST:

- Gym/School Bag and attire.
- Running (appropriate) Shoes.
- Bathers & Towel (may be swimming on one or two days, to be advised).
- Water Bottle.
- Extra T-shirt
- Sweat top/bottoms.
- Wet weather gear.
- Sunscreen.
- Hat/Cap.

##### SPORTS LIST:

Sports the children may be engaged in include athletics, soccer, cricket, fitness, activities and games, tennis, and other sports.

## Notes:

1. It is strongly advised that names are put on all bags and personal items; on clothing it could be written on the labels.

2. Participants may require the use of specific sporting equipment (e.g. tennis racquets). Should this be the case, students will be notified on day one of the camp when to bring their own equipment.

### 4. Certificate of Completion:

All students will be given a Certificate of Participation in the Victoria University Sport Camp on their final day. Sports Camps Scholarship winners will also receive a special certificate.

### 5. Sponsor Samples and Support:

Several of our sponsors such as, Victoria University, Life Fitness, Riverside Tennis and Golf Centre and others may supply us with complimentary services or products. We appreciate their support of the Victoria University Sports Camps.

### 6. Medical Matters/First Aid:

Our coaches have first aid qualifications. Water, ice and first aid kits will be at each of our venues to ensure prompt medical attention in the case of an injury.

### 7. Lunch Arrangements:

Students will need to provide all food (snacks/lunch) and drinks.

### 8. Friday Arrangements

On Friday afternoon there will be a special awards presentation at 2.30pm at **Footscray Park Campus**. Parents are most welcome at this event which gives students the opportunity to celebrate the end of their week with others from different camps. If parents attend they are allowed to then take their children home at 3:30pm. The awards ceremony takes place at Victoria University, Footscray Park campus, in Building L, Room L114. Please see the enclosed map for this location. Officially Sports Camps ends at 3.30pm on Friday but for those students who do not have parents collecting them we intend to bus them students back to Werribee for collection at **4pm on Friday not 3:30pm**. There will still be after care on Friday as normal up until 5:30pm.

Parents please note that on Friday we intend to provide VU mini buses to take the students to Footscray Park Campus. On a hot day during the week we may also be using these buses to take students to the local Werribee Swimming Pool. By enrolling in the camps we assume you are granting permission for the students to be transported in this manner (see informed consent section). Please contact us if you would like any further clarification on this policy.

### 9 Sports Camps Rules:

1. Take your gym/school bags to each venue as you move around.
2. Have **fun** but please respect your coaches and Fellow Students.
3. Try to make new friends. Besides learning new skills or improving performance one of our goals is camaraderie and promoting friendship.
4. Abide by rules set down by counsellors in specific activities.
5. Parents are requested to provide us with any advance information on medical or other matters so that our staff is able to best serve the students' individual needs.

### 10. Absenteeism/Refunds:

There are no refunds on daily absences but we would request that you call us to notify if a student is unable to attend on any given day. Our Footscray administration office phone number is 9919 4370 and an Emergency only after hours number is Security Office 9919 4999. There are no refunds after the commencement of the first day of each Sports Camps period except where a medical certificate is provided or in the case of a family emergency. If you have registered for Sports Camps but have to withdraw prior to commencement (for whatever reasons) we can provide a refund less a \$20 administrative fee or you can apply for a credit to be applied to future Sports Camps and a administration fee will be charged. Refunds will require up to four weeks to process and requests must be in writing with an accompanying medical certificate and letter of explanation.

#### **11. Child Care Receipts:**

We are a registered childcare provider and if requested on the registration form will issue a receipt. Please keep this receipt and use it to submit claims to Centrelink. Our system management for VU Sports Camps does not permit us to do a yearly balance of all registration fees associated with VU Sports Camps or to issue receipts after the camps are finished.

#### **12. Observation Guidelines and Early Pick Ups:**

Parents and legal guardians are welcome to be present during drop off, morning announcements and pick up. Observation of camps during the day is not permitted. Parents especially VU staff members are welcome to have lunch with their children. Parents who wish to collect their children outside of normal sports camps times should make prior arrangements as the students are located at numerous different facilities around the campus.

#### **13. Injuries and Accidents:**

Please be aware that coaches and camp leaders are unable to transport your children if they are injured or fall sick on camp. As a matter of course we contact you immediately, if your child needs to be transported to a Doctor or hospital we will organise an ambulance, or ask that you collect your child.

#### **14. How Can We Help?**

We would be more than willing to answer any of your questions before or during Sports Camps. Please contact us on any matters and we will attempt to help you as best we can.

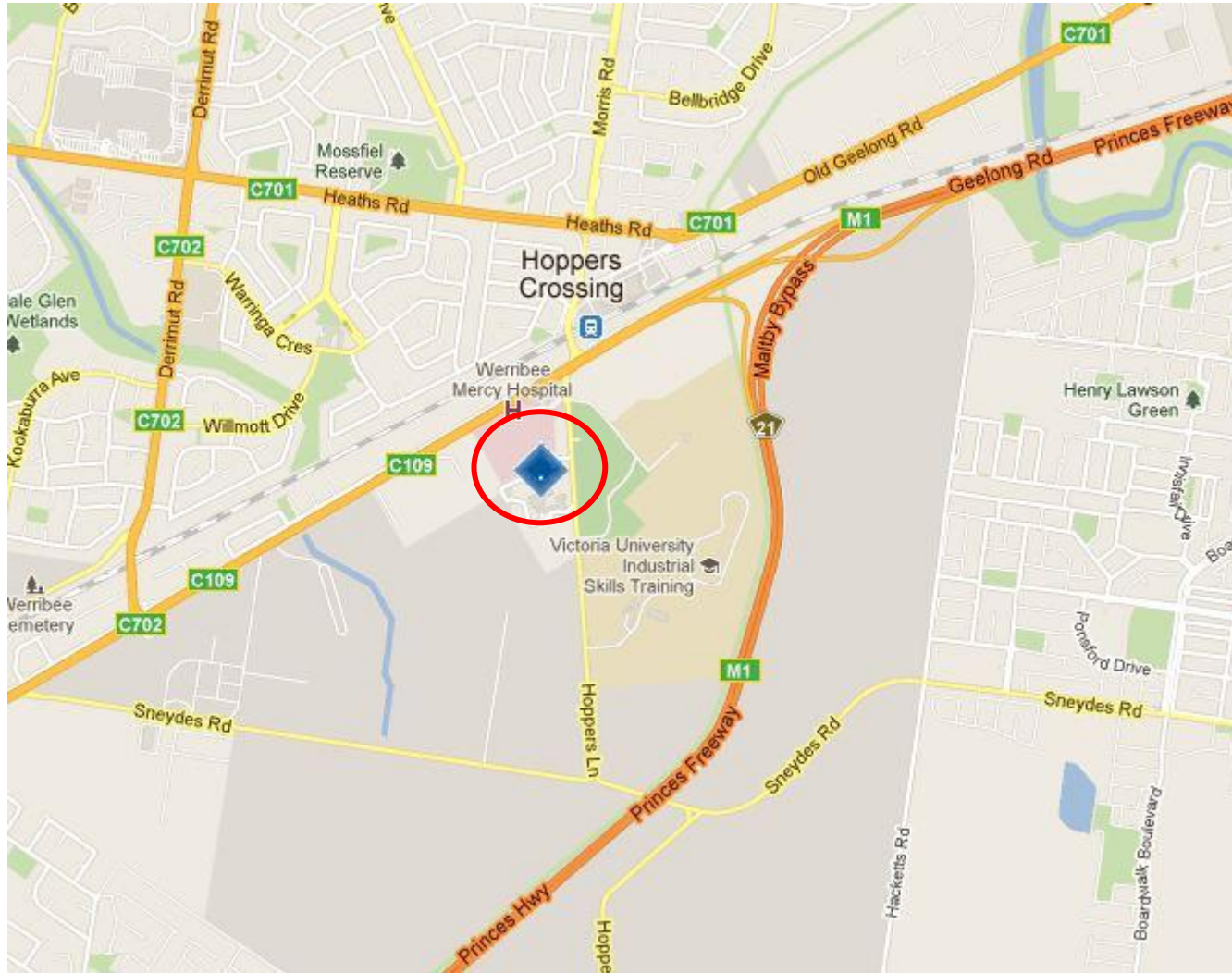
***We will do our best to ensure that you enjoy your  
Victoria University Sports Camps experience!***

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Tel: (03) 9919 4370  
Web: [www.staff.vu.edu.au/sportscamps](http://www.staff.vu.edu.au/sportscamps)  
Email: [jade.doonan@live.vu.edu.au](mailto:jade.doonan@live.vu.edu.au)

**Emergency Phone Number:** All sports camps contact should occur through the numbers above but in case of an **emergency** (e.g. parent is late) then the Victoria University Werribee Fitness Centre number is 9919 8173. The Head Coach of Werribee is Danielle Aydon and in urgent cases she can be contacted on 0424 274 553

# Werribee Campus



# Footscray Campus

