

BECA Registration Instructions

Online

Go to www.schoolinterviews.com.au and type in the code **sjjc7**. Enter your information and first activity preference. If the student limit for the activity is reached, please enter your second preference. **Bookings are now open.**

Email - *Registration is to be done online where possible.*

Send an email to BECA Coordinator Candace Fitzgerald, candace.fitzgerald@ntschoools.net with the following information –

- child/children's name/s.
- The activity/ies you would like them to take part in.

Registration closes Thursday 13 September 2018 at 3pm.

Please contact the BECA Coordinator, Candace Fitzgerald, on 89977400 or by email candace.fitzgerald@ntschoools.net if you have any questions.

Activities

Clay Creations

Jazz/Pop Dance

Introductory Ukulele

Puppets, Painting and Craft

Country Craft

Basketball Skills

Minecraft

Musical Theatre

Dance, Exercise and Drama

Press Club

Glee Club

Cooking Class

The description of each activity available for Term 3 can also be found on our school website www.bakewellprimary.nt.edu.au

Important Notes, Terms and Conditions For Parents

Registering:

- Enrolment is on a *first-in, first-served* basis. Confirmation of Enrolment will be sent out from 14 September 2018.
- 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, select a second choice and then send an email requesting to be waitlisted for the first choice activity.
- Each activity needs a minimum number of students enrolled to enable commencement. The minimum for each activity is 10 students. If, when enrolments close, an activity does not reach the minimum 10 students you will be contacted and have the opportunity to enrol in another activity, if there is space available.
- Parents are to enrol student/s in ONE activity only.

Participation:

- **Weekly sessions will commence Term 3, Week 1, Wednesday 17 October 2018 (2.45pm – 3.45pm) for 8 weeks, finishing on Wednesday 5 December 2018.**
- Once students have enrolled, their attendance each week is compulsory. During the term, if they are absent from the BECA session on three or more occasions without an explanation they will be deemed as having withdrawn from the activity.
- It is a parent's responsibility to organise suitable transport home from school or alternative arrangements at the completion of 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 your child attends Bakewell OSHC, the instructor/teacher will walk them to OSHC.**
- If a session is cancelled, a make-up session will be arranged at a later date and parents will be notified.
- When registering a child to an activity, this indicates the parent/carer is giving consent for Bakewell BECA instructors to teach their child outside of schools hours and place them into the instructor's duty of care.

Payment:

- Payment is due upon receipt of the Confirmation of Enrolment and by the **28 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.
- BECA will be invoiced to parents in full and cannot be paid in instalments.
- Payment is only required when you have received notification of the offer of a place in an activity.
- If a student is absent for a session there will be no refunds or make up sessions unless the absence is due to the teacher being away, and a make-up session is not available.

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