



**Program information, pricing
& policies.**

ACCEPTING TERMS & CONDITIONS

By reading this information book and then placing a booking means that you accept the terms and conditions that Little Wombats Program has in place.

If you have any enquiries regarding the Terms and Conditions please raise this before you make your booking.

Thank you

ACKNOWLEDGEMENT

Permission , Respect & Acknowledgement

Little Wombats Program has been endorsed by LAECG Uncle Keith Randall and VAEAI in partnership with Department of Education.

Little Wombats Program is Kinaway certified.

We will acknowledge and respect the Aboriginal people whose land we run the program on.

Little Wombats Program acknowledges and pays respect to the past, present and future Traditional Custodians and Elders of this nation and the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples.



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FIND & CONTACT US



Little Wombats Program



www.littlewombats.com.au



programs@littlewombats.com.au

admin@littlewombats.com.au



0403 720 873 (CAMERON MORRALL)

ABOUT US

Dulk.

My name is Cameron Morrall, and I am a proud Wotjobaluk man.

My partner Andrea and I run an Aboriginal cultural program/incursion for children in preschools aged between 3 to 5.

We have incorporated music, art, games and storytelling to help the kids learn about the Aboriginal culture.

We are located in the North-West Suburbs of Melbourne. We do travel further distances. However, this may incur a travel fee.

Little Wombats Program will be looking to service more areas in 2024. Enquire for more information on our website [EOI Regional 2024 link](#).

The incursion runs for [45 MINUTES](#) with a [MAXIMUM](#) of 30 children per group.



PROGRAMS (INCURSIONS)

We currently have 2 options available, and they are.

[OPTION 1 - One off program](#)

[OPTION 2 - 11 Month program](#)

Information and Pricing can be found on the next few pages.

BOOKING DAYS & TIMES

We now book from Monday to Friday.

10:00 am (First group) (10:30 am for further away services)

3 group booking MAX.

***No bookings on Public Holidays**

***No bookings in January (subject to change)**

PRICE INCREASE 2024

Pricing will change as of 1/01/2024

Any bookings made before that date will stay the same as the current pricing.

OPTION 1

ONE-OFF BOOKING PROGRAM

SCHEDULE

-Acknowledgement of Country (Childrens version)

-Kookie story book with puppets - written and illustrated by Cameron Morrall (Book may change depending on location, but you will be notified)

-Music & dance (Yidaki & Clap Sticks)

-Art (Painting on A4 Paper)

(EVERYTHING ABOVE IS DELIVERED IN THE SESSION. ALL MATERIALS ARE SUPPLIED)

DEPOSIT & FEES

25% (one off-program) non-refundable booking deposit. To be paid on receipt of invoice. This will lock in your booking.

(Maximum 30 children per group, **MAX of 3 groups in the one day)**

\$275.00 + GST (Per group)

+ Any travel fees

Booking fee payment is required on receipt of invoice (if not paid, booking date won't be set and can be booked by someone else). Remaining amount is due strictly before each booking date to avoid a rescheduling fee of \$150.00 + gst.

Please communicate with admin in regard to late payments.

ALL PRICING IS SUBJECT TO CHANGE

OPTION 2

11-MONTH PROGRAM

INFORMATION

Our 11-Month Program is a rolling program and you can join in at any time.

The 11-month program has a different theme each month.
(Themes on next page)

The program is flexible, so you don't have to commit to the full 11 months. However, you do have to commit to at least 3 months to be eligible for the program.

There is a **MAXIMUM** of 3 groups per day. If you were looking to book more than 3 groups, we can book it over 2 days.
(each booking is only for 1 day per month, unless multiple days are requested)

DEPOSIT & FEES

50% of the first month cost non-refundable booking fee (remaining 50% will be the first month's invoice amount and then will resume as normal).
To be paid on receipt of invoice. This will lock in your booking.

(Maximum 30 children per group)

\$253.00 + GST (Per Group)

+ travel fees

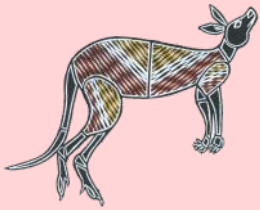
Booking fee payment is required on receipt of invoice (if not paid, booking date won't be set and can be booked by someone else). Remaining amount is due strictly before each booking date to avoid a rescheduling fee of \$95.00 + gst per group.

Please communicate with admin in regard to late payments.

ALL PRICING IS SUBJECT TO CHANGE

**MONTHLY THEMES
(11-month Program only)**

FEBUARY



ANIMALS

MARCH



BUSH TUCKER

APRIL



TOOLS

MAY



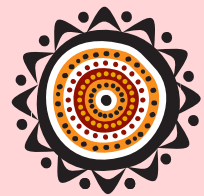
ART

JUNE



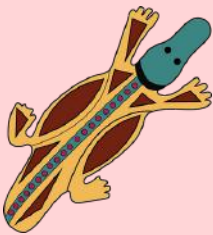
RECONCILIATION

JULY



NAIDOC

AUGUST



PLATYPUS MONTH

SEPTEMBER



SPORT

OCTOBER



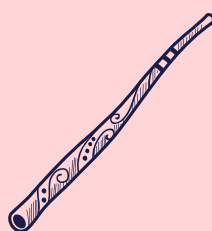
SYMBOLS

NOVEMBER



REPTILES

DECEMBER



MUSIC

ALL THEMES ARE SUBJECT TO CHANGE

PROGRAM EXTRA

ART CANVAS COLLABORATION

Canvas painting (collaboration between the children/educators and myself. Painting is pre painted and the children/educators will add to the painting with their handprint)

***Acrylic paint is used to paint the hand for best results. Children hand is cleaned straight after.**

***Theme on request optional.**

FEES

\$350.00 + GST per canvas

(91 cm x 91 cm per canvas)

(If canvas size is unavailable, it will be closest to the size mentioned above. The replacement size will be bigger)



Painting is an extra and is not required for the program. Any damage made to the painting at the centre on the day will not be our responsibility unless it is caused by one of the Little Wombats Program staff members.

ALL PRICING IS SUBJECT TO CHANGE

Outside service

I am a contemporary Aboriginal artist by the name of Gabadj Art.

I have created the following for other services digital and visual:

- Logo
- Website Art
- Canvas painting
- Murals





TRAVEL FEES

We travel up to an hour's drive from Keilor East, 3033, VIC.

Travel fees are calculated by distance X average petrol price. (AVG PETROL PRICE x km)

(Average petrol price is subject to change)



ALL PRICING IS SUBJECT TO CHANGE

PAYMENT POLICY

(i) Please find below our payment policy.

(ii) All booking fees are to be paid on receipt of invoice.

- Booking fee is required to lock in your booking date.
- Booking date will be marked as tentative until payment is received.
- Booking fee is non-refundable.

(iii) All payments for programs need to be strictly paid before each booking date.

- If payment is not received before a booking date, the program will not run. You will have an option to reschedule. (Subject to availability)
- Reschedule fee will be an additional cost of \$95.00 + gst per group on top of the original invoice cost.
- If you do not want to reschedule then there will be a cost of \$150.00 + gst per group that was booked in for that day.

(iv) Payment options

- Direct Debit is a required setup for the 11-month program.
- We offer bank transfer & credit card for the One-off program.

(v) Please communicate with admin in regard to any payment issues. Our number one thing we ask from our clients is clear communication with us.

Thank you



admin@littlewombats.com.au

CANCELLATION POLICY

1.Objectives and Background

- (a) Little Wombats Program is committed to providing the best service in a timely manner. We aim to accommodate your needs.**
- (b) Unfortunately, when a client cancels without giving adequate notice, it prevents another client from being served. This cancellation policy is used as a way of respecting the time commitment of all involved. It explains the process for requesting a cancellation and the fees applicable. This policy is used in fairness to both our business and the clients who would otherwise have wanted an appointment.**
- (c) We are implementing a straightforward cancellation policy to be upfront about all the costs you may face when engaging our services.**

2.Cancellation Process

- (a) We understand situations can arise in which you must cancel your appointment. Due to limited appointment availability, we request that you cancel with adequate notice. This allows us to fill that appointment slot.**
- (b) You may cancel by contacting us by:**
 - (i) Phone – 0403 720 873**
 - (ii) Email – programs@littlewombats.com.au**
- (c) We require a minimum of the following about of days for each of the following.**
 - (excluding booking fee)**
 - (i) 30 days – Full refund**
 - (ii) 23 days – 50% refund**
 - (iii) 14 days - 25% refund**
 - (iv) 7 day – 0% refund**
- (d) All references to cancellation of appointments in this clause are also a reference to rescheduling of appointments.**
- (e) All early cancellations in regard to stopping the 11-month program will need to pay for the minimum of 3 months.**

- (f) If Little Wombats Program are required to cancel. We will offer a reschedule date at no extra cost.**

3. Questions

Our business firmly believes that a good client and business relationship is based upon mutual understating. Questions about our cancellation policy should be directed to Cameron Morrall.

4. Agreement

A copy of the Cancellation Policy will be emailed and signed by the customer before booking confirmation.

PRIVACY POLICY

Privacy Policy

Little Wombats Program is committed to providing quality services to you and this policy outlines our ongoing obligations to you in respect of how we manage your Personal Information.

We have adopted the Australian Privacy Principles (APPs) contained in the Privacy Act 1988 (Cth) (the Privacy Act). The APPs govern the way in which we collect, use, disclose, store, secure and dispose of your Personal Information.

A copy of the Australian Privacy Principles may be obtained from the website of The Office of the Australian Information Commissioner at <https://www.oaic.gov.au/>.

What is Personal Information and why do we collect it?

Personal Information is information or an opinion that identifies an individual. Examples of Personal Information we collect includes names, addresses, email addresses, phone and facsimile numbers.

This Personal Information is obtained in many ways including interviews, correspondence, by telephone and facsimile, by email, via our website www.littlewombats.com.au, from your website, from media and publications, from other publicly available sources, from cookiesdelete all that aren't applicable and from third parties. We don't guarantee website links or policy of authorised third parties.

We collect your Personal Information for the primary purpose of providing our services to you, providing information to our clients and marketing. We may also use your Personal Information for secondary purposes closely related to the primary purpose, in circumstances where you would reasonably expect such use or disclosure. You may unsubscribe from our mailing/marketing lists at any time by contacting us in writing.

When we collect Personal Information we will, where appropriate and where possible, explain to you why we are collecting the information and how we plan to use it.

Sensitive Information

Sensitive information is defined in the Privacy Act to include information or opinion about such things as an individual's racial or ethnic origin, political opinions, membership of a political association, religious or philosophical beliefs, membership of a trade union or other professional body, criminal record or health information.

Sensitive information will be used by us only:

- For the primary purpose for which it was obtained
- For a secondary purpose that is directly related to the primary purpose
- With your consent; or where required or authorised by law.

Third Parties

Where reasonable and practicable to do so, we will collect your Personal Information only from you. However, in some circumstances we may be provided with information by third parties. In such a case we will take reasonable steps to ensure that you are made aware of the information provided to us by the third party.

Disclosure of Personal Information

Your Personal Information may be disclosed in a number of circumstances including the following:

- Third parties where you consent to the use or disclosure; and
- Where required or authorised by law.

Security of Personal Information

Your Personal Information is stored in a manner that reasonably protects it from misuse and loss and from unauthorized access, modification or disclosure.

When your Personal Information is no longer needed for the purpose for which it was obtained, we will take reasonable steps to destroy or permanently de-identify your Personal Information. However, most of the Personal Information is or will be stored in client files which will be kept by us for a minimum of 7 years.

Access to your Personal Information

You may access the Personal Information we hold about you and to update and/or correct it, subject to certain exceptions. If you wish to access your Personal Information, please contact us in writing.

Little Wombats Program will not charge any fee for your access request, but may charge an administrative fee for providing a copy of your Personal Information.

In order to protect your Personal Information we may require identification from you before releasing the requested information.

Maintaining the Quality of your Personal Information

It is an important to us that your Personal Information is up to date. We will take reasonable steps to make sure that your Personal Information is accurate, complete and up-to-date. If you find that the information we have is not up to date or is inaccurate, please advise us as soon as practicable so we can update our records and ensure we can continue to provide quality services to you.

Policy Updates

This Policy may change from time to time and is available on our website.

Privacy Policy Complaints and Enquiries

If you have any queries or complaints about our Privacy Policy please contact us at:

littlewombats.kp@gmail.com

