

Fees:

- Parents can apply for Child Care Rebate to reduce fees for Out of School Hour Care sessions through **Centrelink**.
- **After School** Care fees vary between \$2.23 and \$16.00 and **Before School** Care between \$2.15 and \$10.00 per child.
- The amount depends on the families Child Care Rebate percentage.
- A short stay fee is charged in the afternoon- if your child is picked up before 4.15pm, and in the morning if your child arrives after 8am.
- A \$2 fee is charged if your child arrives after 8.30am or is picked up before 3.45pm
- All bookings and cancellations can be made by leaving a message on our phones: **9712 0124** or **0419 893 272**
- **When regular bookings are cancelled, Program staff must be notified.**
- Late fees will be charged at \$1 per minute for every minute after 6:00 pm
- Invoices are issued on a fortnightly basis

Since this is a non-profit service, prompt payment is critical to its operation For information regarding Child Care Rebate parents can contact the Centrelink Family Assistance Office on 13 61 50.



OUT OF SCHOOL HOURS CARE



Welcome to Kangaroo Ground Primary OSHC

This booklet is designed to provide you with relevant information about our program.

A parent handbook, Quality Improvement Plan and Policy document is available from the Coordinator

You can contact the Out of School Hours Care Program Coordinator on 9712 0124 or 0419 893 272





Our Purpose

The Kangaroo Ground Out of School Hours Care service (**OSHC**) provides quality education and care for school and pre-school children throughout the term.

OSHC is a community run service, offering education and care in a safe, relaxed, stimulating and well-supervised environment.

Qualified staff members ensure the regulations and

guidelines of the National Quality Framework are met at all times. The service is guided by the Out of School Hours Care Framework “My Time, Our Place”. We aim to nurture the development of life skills and complement children's experiences, opportunities and relationships at school, at home and in the community.

The Program

Organized and spontaneous activities include multicultural learning, indoor/outdoor games, art and craft, construction, board-games, chess, drama, table soccer ,tennis, basketball, sandpit play and many more. We also offer cooking and gardening activities.

Where Are We?

The program is run from the Community Hall. We also use the oval, basketball court and playground of the school.

Who Runs The Service?

The service is operated by the Kangaroo Ground Primary School Council and supported by a committee which reports to the School Council. The committee includes the school principal, parents and coordinator. The program operates

in accordance with the requirements of the National Quality Framework. The staff to child ratio follows the National Regulations of one staff member for fifteen school children. The program participates in an ongoing Quality Assurance process, as stipulated by the National Quality Framework.



OPERATING HOURS

7.15am - 8.45am Monday to Friday

3:20pm - 6:00pm Monday to Friday

After School Care is available on the last day of term when the students are dismissed at an earlier time.

An all day program is available on parent/teacher interview days.

The service is closed on curriculum days or public holidays.

It is school policy to take any child to Out of School Hours Care who has not been picked up by 3:35pm from the school



Food

Cereal, toast and fruit is provided before school. Afternoon tea is provided after school.

Menu usually consists of a range of sandwiches, fruit, vegetables, dips and once a week cooked foods, e.g. popcorn, pikelets, soup and pasta. Any allergies or dietary requirements must be recorded on the enrolment form.



How Do I Enrol?

Enrolment forms must be completed for regular and casual bookings.

The enrolment information includes:

- Parent/Guardian phone number to contact in emergency
- People authorized to collect the child/children
- Health issues (e.g. allergies, asthma)
- Authorisation to seek medical assistance
- Authorisation to take photos for documentation
- Student's interests form

Emergency enrolment may be organized by a parent contacting the school office during school hours or by calling OSHC on

9712 0124 or 0419 893 272.

