

## **OUTSIDE SCHOOL HOURS CARE.**

We are pleased to inform parents and families that the Outside School Hours Care Program has reopened and the Staff are looking forward to a great Term of interesting activities for the children to enjoy.

Some of the activities over the coming weeks will include making promotional videos for OSHC, Enjoying the weather during outside play, painting, Craft activities, and many other fun things to do.

We have been receiving queries from families about the Program so we have come up with a frequently asked questions list and the answers for these questions to help families.

### **Frequently Asked Questions about OSHC.**

#### **Where do I get an enrolment form from?**

Enrolment Forms are available from the School Office. An enrolment form is required to be completed and returned to the school office before your Child/ren can attend OSHC.

#### **Can I book my child/ren in on the day or do I have to book in advance?**

Bookings can be made up to 3:15pm on the day care is required. Advance bookings can be made if you know in advance the day you will require care and Permanent bookings can be made if you have regular days you require care.

#### **How do I make a booking?**

Bookings can be made by phoning the School on 03 54488866 Choose option 2 oshc and Leave a Message saying who you are, who you are making a booking for, Does the Child need a reminder, What date the booking is for, and is it a casual booking or a permanent/ reoccurring booking?

#### **Can I make a Casual/ one off booking?**

Yes, Casual bookings can be made.

#### **Can I make a Permanent booking? ie:- every Monday.**

Yes you can make permanent bookings that reoccur each week or fortnight if you require regular care.

#### **What happens if I need to cancel my booking?**

To cancel a booking please phone the School on 03 54488866 Choose Option 2 oshc and leave a message Saying who you are , Who you are cancelling the booking for and what date the cancelled booking was for.

#### **If I leave a message on the phone will Staff call me back?**

Staff only receive phone messages after 3pm daily. Unless it is necessary you will not receive a Call back. If it is urgent before 3pm Please phone the school office. Between 3pm and 6pm the Educational Leader can be contacted on 0474148067.

#### **When will accounts be issued and how do I pay.**

Accounts are issued monthly and sent home with your child. You can pay your account at the school office.

### **Where is the Program Located?**

OSHC is located in the left side corner of the main building as you enter the front gate near the end of the carpark before the bus stop.

### **What hours do you operate and do you run on curriculum days or a Holiday program?**

OSHC runs Monday to Friday 3:30pm until 6pm on school days during each term.

Curriculum day programs run from 8:30am until 6pm if sufficient numbers are booked in before the advertised closing date for bookings.

We DO NOT run a holiday Program.

### **Do I need to provide snacks for my Child?**

We provide fresh fruit and a variety of other snacks such as Toasties, Popcorn, Yogurt, Crackers and cheese and sandwiches. The menu changes seasonally. You can send a snack with your child if you wish to.

### **Why do you require CRN numbers for me and my Child?**

We require these numbers to process your Child Care Subsidy from Centrelink. You need to log in to your MyGov account and register for child care subsidy to receive a reduction in your childcare fees. Further information can be found here

<https://www.servicesaustralia.gov.au/individuals/services/centrelink/child-care-subsidy>

### **What will my child be doing while in OSHC?**

Our Qualified staff organise and run a play based learning program based on the My Time Our Place learning framework for school aged children. The program of activities encourages and engages children to participate while following the Practices and Principals and Outcomes of the Framework. Educators are knowledgeable on the Regulations and Laws used in education and care services as set down by ACECQA the governing body. A Quality Improvement Plan is in use and is updated regularly.

Children are encourage to be involved in the planning for the program and take on leadership roles during activities. The children's feedback, ideas and current interests are used to help educators plan the program. Parent Feedback is welcome and encouraged.

A program of activities can be found in the school newsletter outlining what has been planned for each week. This may include art and craft activities where children are encouraged to explore their creativity and imagination as well developing fine motor skills. Active Play such as ball games and outside play helps children develop gross motor skills. Social skills are improved during dramatic play such as dress ups and pretend play. Children are encouraged to problem solve with jigsaw puzzles and word games while fairness and sharing can be further developed during board games and technology skills are refined while interacting with the computers or iPad.