BLACKWOOD PRIMARY SCHOOL O.S.H.C.
VACATION CARE
OCTOBER 2016
(Blackwood O.S.H.C. Users)
4 Seymour Street, Eden Hills, SA, 5050.
Phone: 8370 2232 Mobile: 0488 008 789
Operating Hours: 7.30 am – 6.00 pm
Email: di.0565.oshc@schools.sa.edu.au

Please see a staff member if you wish to view the service’s full policy documents or require a copy of the Family Handbook.

Bookings / Fee Payments:
Bookings are only accepted in person at Blackwood OSHC from Tuesday 6th Sept to Friday 23rd Sept 2016. Please note that staff WILL NOT be available 3.15-4.00 pm during After School Care to take Vacation Care Bookings. Casual Bookings will also be accepted during Vacation Care if places are available. No bookings will be accepted on the day of the service provision unless spaces are available & parents/carers have called to enquire about bookings. Bookings will be entered in the computer and parents will be provided with an estimate statement in advance. An accurate statement detailing fees, childcare benefit and payments will be printed after the Vacation Care period. Fees must be paid upon receiving your estimate statement by cash/cheque or the Internet: BSB 105-078 Account 055549740 (Use child surname). If Vacation Care fees are not paid before the holidays commence your bookings may be cancelled.

Regular OSHC Fees must be up to date by end of term or Vacation Care bookings may be cancelled.

Fees:
Discounted fees apply if you book and pay during the Early-bird ENROLMENT PERIOD: Tuesday 6th Sept. to 9am Friday 16th Sept.
$47.50 per child per centre based day & $59.50 per child per excursion/incursion day.

Normal Fees will be charged for bookings made from Monday 19th Sept. to Friday 23rd Sept. 2016:
$52.50 per child per centre based day & $64.50 per child per excursion/incursion day.
Only Casual bookings will be accepted after 23rd September 2016 with an extra charge of $5 per child.

The rates above include breakfast, afternoon tea, cooking activities, craft supplies, some incursions and activities.

INCLUSION/EXCURSION FEES: Some days may incur an additional fee depending on the activity that has been planned.

LATE FEE: $20 per 15 minutes or part thereof, when children are collected after 6.00 pm.
Please note: The service encourages bookings in advance by offering an early-bird fee. Advance bookings provide Staff with the time needed to organise rosters, transport, excursions/ incubursions and purchase relevant supplies.

Childcare Benefit (CCB) and Childcare Rebate (CCR)
CCB is available for most families. (Australian residency, immunisation and income limit requirements apply) It is the responsibility of families to contact the Department of Human Services on 13 61 50 (or call into Medicare or Centrelink) to register their children for CCB. You must also inform Human Services of any changes to family circumstances, in particular combined income. If you are not eligible for CCB deductions you must still contact Human Services if you wish to claim the Childcare Rebate. (50% rebate of out of pocket expenses). Families must provide Blackwood OSHC with the date of births and centrelink reference numbers of the children and the parent who registered for CCB. If this information is not provided you may be asked to pay expenses.

Between 7.30am we will have a “Crunch & Sip” break where children have fruit or vegetables (from their own lunch supply) and drink water. Information on nutrition, suggestions for lunch boxes and food safety is available at the service. If your child has any items that require refrigeration, such as meat in sandwiches, please label and hand to staff on arrival. Ensure ice bricks are provided for cold food items when lunch is being taken on excursions. Fee of $5.00 will be charged if OSHC supply’s lunch for those with no lunch.

Funded Places / Priority of Access:
Blackwood PS Vacation Care is funded for a maximum of 40 places and follows the Child Care priority of access guidelines. Some days may have a lower limit of number of places available, such as when buses with seat belts are booked or facilities only catering for 30 people.
Families, who book after the booking period fortnight, may risk having places unavailable. A waiting list will be kept when necessary.

Signing IN/OUT:
Children must be escorted into the service and signed in by an authorised person. Children must be signed out when collected by an authorised person listed on the enrolment form. Please inform staff when arriving and leaving.

Cancellation Policy:
A booking may only be cancelled (fees credited or refunded) upon presentation of a medical certificate (child or parent). If no medical certificate is provided for an absence you may change to another day during the program OR the booking will be an allowable absence (Fees Charged and CCB deducted). Please phone by 8.00 am if your child/ren will be absent.

Food and Drinks:
The service provides a nutritional breakfast (7.30-8.15am) and afternoon tea. Water is provided but children are encouraged to bring their own water bottle each day. Children must bring recess and lunch each day. Please provide nutritious food, including fruit & vegetables. Between 10.00-10.30am we will have a “Crunch & Sip” break where children have fruit or vegetables (from their own lunch box) and drink water. Information on nutrition, suggestions for lunch boxes and food safety is available at the service. If your child has any items that require refrigeration, such as meat in sandwiches, please label and hand to staff on arrival. Ensure ice bricks are provided for cold food items when lunch is being taken on excursions. Fee of $5.00 will be charged if OSHC supply’s lunch for those with no lunch.

Please Note: Blackwood PS is a Nut-Aware school. DO NOT provide food that requires heating or hot water.

Clothing and Personal Belongings:
Please ensure children are dressed appropriately for the weather and activities provided. No thongs please. Ensure clothing and personal belongings are labelled. Children may bring electronic toys (with parental consent) but must accept responsibility for these items. Valuable items may be stored in a locked cupboard and “time slots” will be allocated when children can play with these items, usually during relaxing afternoon time.

Behaviour:
Children must follow the rules and procedures of Blackwood Primary OSHC. Consequences for inappropriate behaviour will be followed including discussions with parents, withdrawal from activities and reflection time. Inappropriate behaviour may result in exclusion from the service.

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