



December/January Vacation Care

Opening times: 6:45am - 6:15pm

Contact Us

8298 3742

0414 293 860

seacliffoshc@gmail.com

Sun Policy:

OSHC hats are compulsory, therefore hats will be needed to be available each day during this Vacation Care. Light blue OSHC hats are available to purchase for \$7 from OSHC. Sunscreen needs to be applied every day.

Nutrition Policy:

Please ensure your child has adequate food and water for the day. Due to health needs in our local community we do not allow any nuts or nut products to be brought to or consumed at our service.

Check Muesli Bars

NO NUTS!

Footwear

THONGS ARE NOT ALLOWED!

Sneakers work best.

Electronics

Electronics are strongly discouraged. Time will be limited on electronic devices.

Mobile phones are to stay in children's bags. Children may contact family, only after asking permission from staff. Children's movies will be played during private bus transportation on excursion days.

Reheating Food

We can reheat food at lunch time at OSHC during incursions. To ensure safe food practices we encourage already cooked foods to be placed in our fridge and be labelled upon arrival at the service.

Cost: \$55.00 p/day p/child for in house days - Less Government subsidies
\$60.00 p/day p/child for excursions - Less Government subsidies

Childcare Subsidies: If you haven't already please apply for the CCS before the holidays. Your entitlements will include eligible hours that will receive the subsidy. Anything over these hours does not receive the subsidy. Our sessions are 11.5 hours long. Please check your invoices to ensure you are receiving CCS.

Bookings: Bookings will only be accepted if OSHC accounts are up to date. A nil balance by the end of week 7 (Friday 27th November) is required. You must fill out and **return a hard copy of the enrolment form directly to the OSHC office** to request Vacation Care bookings, **deadline for bookings is Friday 27th November**. A confirmation text will be sent to you by Tuesday 1st December once the bookings have been processed.

Payment: Payment is required within 14 days from the date the invoice was issued. An email/sms reminder will be sent if fees are outstanding 14 days. Late fees apply when the account is overdue 21 days.

Cancellations: Bookings are firm and fees will be charged for cancellations unless a medical certificate is provided. You can swap your own bookings, subject to availability of places, if at least a week's notice has been given. An alternative day must be booked at the same time you request this change. *If more than 5 working days of notice has been given and you wish to cancel, half your fees will be charged.*

Excursions: Children must arrive at the centre 30 minutes prior to departure. Please be considerate to OSHC staff by arriving on time. Important information including safety is discussed before we leave. A smooth departure is essential.

Behaviour Management: High levels of appropriate behaviour are necessary otherwise exclusion may be considered.

Extreme Weather: While it is hoped that all planned activities will go ahead, the program may be changed at short notice and families and caregivers will be notified. If it is forecasted to be 36°C or above, or that there will be heavy rainfall, storms or fire hazards, excursions/incursions may be cancelled. Our children's wellbeing is our top priority.

Risk/Benefit Analysis: A thorough risk/benefit analysis of each excursion is carried out. Appropriate child/staff ratios are set and strategies to maintain safety is developed and implemented. Risk assessments available upon request.

Regards,
Jody Reading
Acting Director