



Fact Sheet 1 Contact Details



Fact Sheet 2

Fee Schedule 2014

Outside School Hours Care

Fee	Fee Cost	Details
Yearly Enrolment Fee		Per family per year

Service Program	Daily Fee	Casual Fee	Details
Before School Care			Per child per session
After School Care			Per child per session
Vacation Care & PF Day			Per child per in regular session of care

Additional activities and excursions may incur an additional cost. Charges are advised in the vacation care program.

Late Collection Fee		For every 15 minutes or part thereof per family per occurrence after
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Please note: repetitive late collection of children may jeopardise your child's enrolment.

Additional Fees		
Late Payment Fee		
Hat Levy		
Non Communication Fee		

Fees are reviewed annually and may be increased each year. Fees are set by recommendation of the Coordinator in conjunction with the Regional Coordinator, and Centacare Child Care Services. Quality care for children, affordability for families and financial viability of the service are the key elements in determining fees.

In Addition:

Payment Options

This is a not for profit, self-funded service. We rely on the prompt payment of fees to maintain effective and efficient operations. Our only regular operating income comes directly from Child Care Benefit and Parent Fees.

Please remember that fee statements are not accounts and are due and payable upon receipt.

Service Will Accept Payment By:

- Direct Deposit: BSB 064 786
Account No:
(Please use family name as reference)
- Direct Debit
(Forms available from service)
- EFTPOS - Debit & Credit
- Cash
- Cheque
- Money Order

Menu

Nutritious meals, snacks and water are provided on a regular basis each day.

Snacks May Include:

	Breakfast	Afternoon Tea
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Vacation Care

Morning and afternoon tea may be provided. Lunch is to be provided by parents unless otherwise specified on the vacation care program.

Special Dietary Requirements

Outside School Hours Care is supportive of special dietary requirements of children in care and parents/carers are free to discuss their child's needs, including any food allergies, intolerances, cultural or religious practices.

In support of this:

- Staff will be informed of these requests and documentation will be on file in support of these special requests.
- The Coordinator will ensure that the list is updated using information from parents/carers. Care plans for children with allergies will be displayed in the food prep area to assist staff with preparing snacks.
- Where children are on special diets, we encourage parents to meet with the Coordinator to discuss what foods if any will need to be supplied from home.
- We request that other parents/carers do not send food that may endanger those with special dietary needs. (e.g. peanut butter or food containing peanuts).

PLEASE NOTE: The service will display a Health Alert Sign stating whether there are children who attend the service with anaphylactic reactions and a list of the known allergens.

Please note that due to health and safety regulations/standards staff at the OSHC will NOT reheat or cook food brought from home.



Fact Sheet 4 Parent Information Outside School Hours Care

This service is approved under the Education and Care Services National Act 2010 and must comply with the Education and Care Services National Regulations 2011, including for example, with requirements about activities, experiences and programs, numbers of staff members and children and staff members' qualifications.

The Office for Early Childhood Education and Care information service about child care may be reached on 1800 637 711 between 8.30 am 5.00 pm Monday to Friday. Children at this service are School Age school children.

Current staff details are as follows:

Name	Position	Qualification

Updated details on staff, programs, etc. may be found on the notice board at the sign in/out table.

You are also entitled to request the following information:

- A general description of the activities and experiences given by the service
- The service philosophy about learning and child development outcomes and how it is intended the outcomes will be achieved
- The goals about knowledge and skills to be developed through the activities and experiences.



Fact Sheet 5 Parent Parking

To ensure that the children are kept safe and free from the hazards associated with car parks, please ensure that you park in the designated parking area when picking up and dropping off your child.

The designated parking area is:

Australia's online child care portal

www.mychild.gov.au

Office for Early Childhood Education and Care

www.deta.qld.gov.au/earlychildhood

Department of Human Services (Family Assistance Office)

www.humanservices.gov.au

Staying Healthy in Child Care Publication

www.nhmrc.gov.au/guidelines/publications/ch43

Exclusions for Infectious Diseases

www.nhmrc.gov.au/_files_nhmrc/publications/attachments/ch43poster4.pdf

SIDS & KIDS Queensland

www.sidsandkids.org

Kid Safe Queensland

www.kidsafeqld.com.au

Immunisation Clinics location information sheet

www.brisbane.qld.gov.au/community/community-safety/councils-immunisation-clinics/childrens-immunisation-clinics

Centacare Brisbane

www.centacarebrisbane.net.au

Centacare Family & Relationship Services (Check the website for a service near you)

Early Childhood Connections website

ww2.rch.org.au/ccch/directory