We welcome you and your child to what we trust will be an extension of your home. By working together we will provide an environment that promotes quality care to the individual child.

**Hours of Operation:**
Monday to Friday
- Before School Care 6.30am – 8.30am
- After School Care 3.00pm – 6.00pm
- Vacation Care 6.30am – 6.00pm
- Pupil Free Days 6.30am – 6.00pm

The service is closed for all Public Holidays and for two (2) weeks over the Christmas Period.

Our Licensed Capacity is:
- Before School Care 107 children
- After School Care 107 children
- Vacation Care 107 children

Our service is Licensed under the Education and Care Services National Law Act 2011. We must comply with the Education and Care Services National Law Act 2011 and the Education and Care
Services National Regulations 2011. This includes requirements about activities, experiences and programs, the numbers of staff members, children and staff member’s qualifications.

**FEES**

Before School Care $8.50 per session  
After School Care $16.00 per session  
Vacation Care $40.00 per day plus excursion costs

**PHILOSOPHY**

We believe that each child is special and precious and has the right to be happy and well cared for in the absence of their parents.  
We believe that each child should have the opportunity to develop a healthy and positive self esteem. We identify the importance of early to middle childhood and the value of play in the learning process.  
We support the right of children with special needs, to participate, consistent with their abilities in Outside School Hours Care programs. We aim to accept and respect each child irrespective of race, religion, family background or appearance.  
We believe in providing a balanced, relaxed and safe environment where children can play and enjoy their time at Outside School Hours Care.

**ENROLMENT**

The service operates a wait list for all enrolments. Please complete the attached wait list form and return to the service either in person or via email. When a placement becomes available we will contact you.

When enrolling children within the Service, we follow the Priority of Access guidelines from the Childcare Services Handbook 2013-2014 – Department of Education, Employment and Workplace Relations. Set out below is the extract:-

**6.3 Priority of Access**

The Australian Government funds child care with a major purpose of meeting the child care needs of Australian families. However, the demand for child care sometimes exceeds supply in some locations. When this happens, it is important for services to allocate places to those families with the greatest need for child care support.

The Australian Government has determined guidelines for allocating places in these circumstances. These guidelines apply to service-based long day care, in-home care, family day
care and outside school hours care services. They set out the following three levels of priority, which child care services must follow when filling vacant places:

- Priority 1 – a child at risk of serious abuse or neglect
- Priority 2 – a child of a single parent who satisfies, or of parents who both satisfy, the work/training/study test under section 14 of the A New Tax System (Family Assistance) Act 1999.
- Priority 3 – any other child.