THE ESSEX HEIGHTS PRIMARY SCHOOL
BEFORE AND AFTER SCHOOL CARE PROGRAM
INFORMATION
“Even a minor event in the life of a child is an event of that child’s world and thus a world event.”

Gaston Bachelard.

The Essex Heights Primary School Childcare Program is a high quality community based childcare service.

Our dedicated and accomplished staff assiduously endeavors to provide the highest quality care for all children.

This information sheet will provide you with a basic outlay of the program’s operations and processes. If you have any further queries please contact me on 9807–2615 (Paul Davis).

Thank you for choosing our service to be part of your child’s development.

Yours Faithfully

The Essex Heights P.S. OSHC Staff and Committee.
ESSEX HEIGHTS PRIMARY SCHOOL OSHC MISSION STATEMENT

“All Essex Heights Primary School Childcare programs provide a safe, enjoyable, hygienic and caring environment that meets the needs and expectations of the parents and children who are in care at any Essex Heights Childcare Programs.”
ESSEX HEIGHTS PRIMARY SCHOOL OSHC CAN ONLY ACCEPT CHILDREN THAT ARE CURRENTLY ENROLLED IN THE PROGRAM.

This is in accord with the Education and Care Services National Law Act 2010.

PROGRAM OVERVIEW

It is imperative that each child has a sense of security and is comfortable in any of The Essex Heights Care Programs. Our educators will provide families with the necessary assistance to ensure that their child settles effectively and confidently into the program.

Families are encouraged to visit the program prior to their child commencing school. Parents can discuss program routines and their children’s current requirements with program educators.

We want your families’ experience at The Essex Heights P.S. OSHC to be positive and enjoyable.

The Essex Heights OSHC Program is a community based program that is governed by The Essex Heights Primary School Council.

The program is also regulated by:
The Department of Education and Early Childhood Development

and

The Department of Education, Employment and Workplace Relations.

All programs are in agreement with:

- The Education and Care Services National Law Act 2010

and

- The Education and Care Services Regulations 2010.

EDUCATION STATEMENT

The Essex Heights Primary School Outside School Hours Care Program acknowledges the importance of play and leisure in children’s learning and development. Staff, parents and children collaborate, trying to ensure that situations are meaningful for children and support their well-being, development and learning.

We provide a broad assortment of activities for the children. The areas covered are:

- Art and Craft
- Sport
- Playgrounds
Board and Card Games

Computers

Homework

Design and Construction

Cooking

Drama/Dance

The programs educational planning is directed by the following Department of Education and Early Childhood Development documents:

- My Time, Our Place – Framework For School Age Care in Australia

- The Victorian Early Years Learning and Development Framework

- The Federal Governments Education and Care Services National Regulations Framework.

- Belonging, Being, and Becoming – The Early Years Learning Framework for Australia.

Our program believes children’s learning is dynamic, complex and holistic. Through play, children will experience a rich and interwoven tapestry that embodies the characteristics of physicality, social, emotional, personal, spiritual, creative, cognitive and linguistic identity and development.
PROGRAM OPERATING HOURS & COSTS

Before Care:
$13 per child
- 7.00 am to 9.00 am
- Breakfast provided.
- Booking not essential

After Care
$16 per child
- 3.30 pm to 6.00 pm
- Afternoon Tea provided.
- Booking not essential.

Vacation Care/Curriculum Day
$45 per child
- 7.00 am to 6.00 pm
- Booking essential
- Refunds will only be provided with a doctor’s certificate.

PAYMENT

Accounts statements are issued weekly and monthly. We would like payment no later than a fortnight.
Payment can be made by cash, cheque or credit card (VISA/MASTERCARD) to the program.
STAFF RATIOS

The program provides in excess of the prescribed ratio of staff required under The Education and Care Services National Law Act 2010. Under law the program is bound to provide one staff to every 15 children. The program provides an orientation program for children attending The Before and After Care Program. Assigned educators ensure the prep children’s needs are met at all times. This is provided until the children, parents and educators feel confident with the child’s understanding of the program’s routines and processes.

EDUCATORS

All program educators have educational qualifications recognised by The Department of Education and Early Childhood Development.

There will always be one member of staff on duty who has the following qualifications:

- Level 2 First Aid
- Asthma Management
- Anaphylaxis Management

Our programs educators are committed to the children’s care and development. Program educators’ consult and work with parents,
school staff, children and with one another to ensure that every child is happy and cared for at all times when in the OSHC program.

**CHILDCARE BENEFITS AND CHILDCARE REBATES.**

To help with childcare costs, the Australian Government offers two types of financial assistance:

- **The Childcare Rebate**
- **The Childcare Benefit**

*IT IS IMPORTANT TO REMEMBER THAT THE CHILDCARE REBATE IS NOT INCOME TESTED.*

You may be eligible to receive this rebate even though your family income is too high to receive Childcare Benefits.

You may choose to receive the Childcare Rebate on a weekly or fortnightly basis, paid either to your childcare service as a fee reduction or directly into your bank account.
Childcare Rebate payments can be made weekly, fortnightly, quarterly or annually as a lump sum paid directly into your bank account.

If you currently receive the Childcare Rebate and would like to receive weekly or fortnightly payments for the Rebate for the next financial year, you should inform The Department of Human Services (DHS).

The Childcare Rebate pays up to 50% of your out of pocket expenses for childcare up to an annual cap. For the 2012–2013 income year, the Childcare Rebate annual cap is $7,500 per child per year.

It is **NOT** income tested, so you may be eligible to receive it even if you do not get the Childcare Benefit from your fees. Out of pocket childcare costs are calculated after deducting any Childcare Benefit from your fees.

The Childcare Benefit is income tested and is usually paid directly to Childcare providers to reduce the fees that eligible families pay. To get the Childcare Rebate you must claim to be eligible for Childcare Benefits.

This means:

- You must be using approved childcare service in order to receive Childcare Benefits (All our programs are Approved)
You or your partner must be an Australian citizen. A permanent resident living in Australia, or be exempt from the Government’s residency requirements.

Children under seven years of age must meet the government’s immunization requirements or have an exemption.

You must be the person responsible for your childcare costs.

To also receive the Childcare Rebate you and your partner must have work, training or study related commitments at some time during the week or have an exemption. No minimum number of hours is required.

You must apply for Childcare Benefits to receive Childcare Rebate. Your eligibility for the Childcare Rebate will be automatically assessed by The Department of Human Services. Payments will be made once DHS has received Childcare attendance details from our program.

If you have further queries please ring The Department of Human Services on 136150.
IN CONCLUSION:

Children starting school are entering a major phase of their development. Our program will aim to guide and nurture families through this exciting voyage. If you have any queries in relation to any aspects of the program please contact me on 9807–2615 (Paul Davis).

Again thank you for considering The Essex Heights Outside School Hours Care Program as part of your child’s developmental journey.

Yours Faithfully

Paul Davis