



RYDE EAST OUT OF SCHOOL HOURS CARE

Kindy Orientation pack 2016

Welcome to school and OOSH community. Following is the information for the general quires most families might have who are wishing to enrol their children in before and after school care and school holiday care.

1. When is the centre open?

The centre is open during school term from 7 am – 8.45 am and 3.15 pm – 6.00 pm. We open from 7 am – 6 pm during the school holidays.

2. Will there be any places for my child (s) next year? Can I choose my days?

We have 100 places in the morning /afternoon & you will be able to choose your days. All siblings of already enrolled families will automatically be offered a place. Places are available on every morning sessions but there will be a waiting list for certain days eg. Tuesday and Wednesday in the afternoon for 2016 as we are almost at capacity.

The enrolment forms will be available any day from 2nd November 2015 onwards on our website www.rydeeastoshc.com.au

The password to enrol for 2016 is, “Enrol2016”. It is important to remember that unless you bring all the required information, the enrolment cannot be processed eg. Immunisation record & Child profile with family photo attached.

3. How does my child (s) get from the OOSH building to their school classroom and school to OOSH?

For the duration of Term 1, in the morning session Kindy children stay till 9.00 am and then are walked to their individual classrooms, all other children go at 8.45 am. We collect the kindy children from their classroom at 3.15 pm and walk with them to the OOSH building.

4. How much is the cost of OOSH and is the centre accredited?

There is an annual membership fee of \$25. Permanent afternoon bookings are currently \$15.50 and casual bookings are \$16.50. In the morning session permanent sessions are \$9.50 and casual sessions are \$10.50. Vacation care varies from \$65 - \$80 per day. The centre was awarded high quality in 2010. This enables us to receive funding meaning our families either get an automatic deduction off there fees or a rebate at the end of each quarter or fortnightly. Payment can be made by filling Ezidebit form, paying by internet or taking fees to the bank and using a deposit book.

5. How does the centre communicate with families and families with the centre?

Appointments can be made with the centre director. Families can correspond by email or phone however absences are not accepted by email, as this is not always a reliable source. There are times when staff cannot answer questions or queries due to supervision of children. The centre maintains ratios of 1:15 at all times.

6. Does the centre provide food for the children during OOSH hours and school holiday care and what happens if a child has allergies? Does the centre cater to individual needs?

The centre provides breakfast from 7 am till 8.15 am in the morning session. The centre provides afternoon tea from 3.30 pm – 4.00 pm daily and yes the centre caters to all children with additional foods needs or children who are vegetarian. Days when the children are at the centre during vacation care, breakfast, morning tea, lunch and afternoon tea are provide. On the excursion days, children will be provided with breakfast, morning tea and afternoon tea (lunch to be provided from home).

7. What activities does the centre offer?

The centre offers craft experiences, outdoor play, equipment play, constructions, board games, cooking etc.

8. Are the staff qualified and do they undertake ongoing training?

Director & 2IC are qualified, trained and experienced staff. All shift supervisors are trained in first aid. The director and the 2IC undertake annual training in fire safety, anaphylaxis and CPR. There is a training budget for staff. Staff are trained in WH&S, manual handling, emergency procedures, food handling, inclusion support, working with children with special needs and child protection.

9. Extracurricular activities:

Children who attend tennis, band, and other activities are collected by their respective teachers or couches and signed out of the centre. Once the activities are over they are returned to the centre and signed back in.

The password to enrol your child for 2016 is “Enrol2016”.

If you need further information please contact centre director Parthi on 98783773 or send an email at rydeeastoshc@optusnet.com.au

You can also visit and browse our website www.rydeeastoshc.com.au