

OSHC Information

- The Norwood OSHC provides Before School Care and After School Care to children from Norwood Primary School and other schools by arrangement.

- We also provide an exciting Vacation Care to all Primary Schools around the area for children (5 years+). See our website.

- We provide, computer activities, craft, cooking and an after school sports program.

- We offer supervised homework upon request.

Aims

- The Norwood OSHC Program aims to provide quality recreational care for Primary School age children in a warm and comfortable environment while parents work, study, or have respite.

- The aim is to foster and enhance decision making, problem solving, self help skills, positive communication with peers and adults as well as respect for property and equipment.

- We provide a friendly home-like atmosphere where children can initiate their own fun and develop interests.

- All activities are recreation based and planned for the developmental needs of children aged 4 -13 years old.

- Children can choose from many creative and fun activities such as arts, craft, board-games, sports, computing, DVDs, outdoor games & creative play.

- A weekly program of activities is displayed on the notice board in the Gym.

Collecting Children

- Children will only be released to authorised adults named on the enrolment form or by prior arrangement.

- No children will be permitted to leave the programs boundaries until they are collected by an authorised person.

- Children must be signed IN/ OUT after each session. If a child has not been collected after 6.00pm, the Director will endeavour to contact the Parent /Caregiver or emergency contacts on the enrolment form.

- If the Parent / Caregiver or emergency contacts cannot be reached, all attempts will be made to contact or locate the Parent / Caregiver, a relative or close friend.

Enrolment Forms

- Enrolment Forms must be completed prior to your child / ren attending the Program.

- Any changes to the Enrolment Form must be notified immediately (e.g. Address, phone numbers etc.)

First Aid/Accidents

- All Senior Staff have Senior First Aid Certificates.

- In the event of a serious accident, St Johns Ambulance will be called and Parents / Caregiver will be contacted.

- No medication will be administered without a "Medication Plan" filled out by Parent/Caregiver and Doctor.

Fees & Benefits

- Child care fees vary, depending on your income, and on the number of children in Before/After School Care, and Vacation Care.

- The Commonwealth Government provides Childcare Benefit and Child Care Rebate for eligible families to help reduce child care costs.

- Centrelink will determine your level of entitlement for Child Care Benefit and will issue you a Child Care Assessment Notice.

- Families must provide the service with the following details for both the Centrelink Account holder and the children attending OSHC.

- Customer Reference No's
- Dates of birth

Space is provided on the OSHC enrolment form for these details.



For further information please contact:

Director: Margie Norton

Mob: 0418 891 704

Assistant Directors: Caroline Rola

Sue Taylor

Mob: 0411 969 996

OSHC Information

BEFORE SCHOOL CARE

- Monday to Friday 7 to 8.45am.
- Breakfast is provided

AFTER SCHOOL CARE

- Monday to Friday 3 to 6pm.
- Afternoon snacks are provided at 3.30pm.
- Snacks provided include fruit every day and a varied menu.

VACATION CARE

- Monday to Friday 7.30am to 6pm
- Vacation Care is provided to all Primary School aged children (5 years +).

BOOKINGS / CANCELLATIONS

- Bookings and Cancellations are **ESSENTIAL**, so that the staff / child ratio is not exceeded.
- **After School/Before School Care:** Cancellations must be in line with our Cancellation Policy to incur no charge for parents.
- **Vacation Care:** Bookings are made prior to the school holidays. Payment must be made at the time of booking. Enrolment details can be sent or emailed to you from week 6 of term.



Norwood Primary School
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**Before School Care
After School Care
Vacation Care**

Director
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