



FAMILY HANDBOOK

"Safe and nurturing environment for all"

Director: Mary Marchant
Assistant Director/ Educational Leader: Scott Edson
Assistant Director/ Inclusion Support Leader: Raylyn Norris

Opening Hours:
Before School Care: 7am-9am
After School Care: 3pm-6pm
Vacation Care: 7am-6pm

ABOUT US

Keithcot King's OSHC operates in support of the Keithcot Farm PS and King's Baptist Grammar School communities. The service is open for Before School Care, After School Care, Vacation Care and all Pupil Free Days throughout the year, except for a two week period in which Christmas and New Years land. Keithcot King's OSHC is operated by the Keithcot Farm Primary School Council Inc.

Keithcot King's OSHC is a play-based environment that understands the importance of play and leisure time in children's learning and development. Children's needs and interests are incorporated into each weeks program.

Children must be respectful of all other children and staff's rights and we aim to use a restorative approach when needed. The service is governed by a list of policies and procedures which can be found on the OSHC website.

ENROL NOW!

CONTACT :

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Website: Keithcotkingsoshc.com

5 Keithcot Farm Drive, Wynn Vale 5127



ENROLMENT & BOOKINGS

All children must be enrolled and booked in online through our bookings portal by going to:

<http://keithcotkingsosshc.fullybookedccms.com.au/family>

You will not be able to make a booking until you have completed all required fields at which time a calendar will appear to allow you to make bookings. Please note you will be responsible for updating and maintaining all bookings and cancellations through this system.

Children who require medication must supply in date medication along with a signed, in date medication authority from their doctor. A risk minimisation and health support agreement form must also be completed by the parent.

Children must have a hat and sunscreen when the UV is predicted to be 3 or above. No Caps - Bucket hats/ Legionnaire/ Broad Brimmed hats only.



FEES & CHARGES

Fees (per session, before child care subsidy)

After School Care: \$25 | Before School Care: \$18.40

Pupil Free Day / Vacation Care: \$50 plus costs*

Late Collection: \$2 per minute

*additional Vacation Care costs are included in the total fee on each programmed day. These fees include; Private Bus Charter, Excursion and Material Costs.

Hat Fee*: \$15

Cancellation fees are as follows:

7 days < notice = No fee charged

7 days – 24 hours notice = 50% charge.

Under 24 hours notice = Full fee.

Vacation Care: \$50% within 7 days of the booking

Under 24 hours notice= Full fee If a child is cancelled due to illness a 50% fee discount will be applied once a doctors certificate has been supplied.

Child Care Subsidy will not be applied for certain absent days. It is the family's responsibility to pay these additional fees should they occur, which can be up to 3 months after my child's last physical attendance. For more information please visit;

<https://www.servicesaustralia.gov.au/child-care-subsidy-if-your-child-absent-from-child-care?context=41186>

For further information please visit our website or contact us via email or phone.

