# Fee Structure

effective February 2017

#### BEFORE SCHOOL CARE

7.00 - 8.45am

\$13.50

#### AFTER SCHOOL CARE

3.30 - 6pm

\$16.50

#### **EARLY FINISH**

1.30 - 3.30pm

\$16.50

1.30 - 6pm

\$30.00

#### CURRICULUM DAY

Half Day

\$30.00

Full Day

\$50.00

#### LATE FEE

After 6pm a Late Fee of \$10 for the first 15 minutes and \$20 for the second and subsequent 15 minutes or part thereof will apply for each child.

#### PAYMENT OF FEES

Invoices are emailed fortnightly. All accounts are to be paid on a fortnightly basis. A \$5.00 late penalty for fees outstanding after one month applies.

All fees are to be finalised by the end of each term.

All bookings are to be paid for.

Casual bookings are to be paid for at time of pick up.



## February 2017

# **IVANHOE PRIMARY SCHOOL**







**IVANHOE PRIMARY SCHOOL** 

# Out of School Hours Care Information



## IVANHOE PRIMARY SCHOOL OUT OF SCHOOL HOURS CARE INFORMATION

The Out of School Hours Care Program aims to provide a safe, secure and stimulating environment for children at the highest possible standard.

#### **Hours of Care:**

Before School 7.00am-8.45am weekdays After School 3.30-6.00pm weekdays Curriculum Days 8.00am-6.00pm

### **Program Co-ordinator:**

Edwina Coates



Phone: 9499-5226

Email: iposhc@optusnet.com.au



#### **Before School Care Program**

Provides a variety of informal activities appropriate for children aged between 5 and 12 years.

An extensive breakfast menu is provided between 7am – 8.30am daily. This includes: cereal, toast and a variety of cooked dishes, eg. Pancakes, eggs.

#### After School Care Program

This program offers planned activities, which include art/craft, cooking and indoor/outdoor games. The children may use the pool table, computer, board games, sports equipment and construction toys.

Afternoon tea is provided with a variety of nutritious and healthy foods being offered each day. Before afternoon tea is served all children are encouraged to wash their hands with soap and water.

Milk, water, fruit platters and a selection of savoury delights are served. Special dietary needs are also catered for such as allergies and cultural beliefs.

## Sun Smart: No Hat - No Play

During Terms 1 and 4 it is the policy of the School and the OSHC program for children to wear a wide brimmed hat at all times. Please provide your child with a named hat to be left at the OSHC program.

#### Medication

All medication is to be handed to the coordinator on arrival. A letter from the parent giving permission and full details of the medication is to be given to the co-ordinator. Medication must be labelled with the child's name and the dosage to be given.

#### Registration

All children included in the program must be registered. Registration forms are available from the Program or the school office. A registration fee of \$10.00 per child, or \$25.00 per family of 3 or more, applies.

#### **Bookings**

The program is approved for 120 places for After Care and 70 places for Before School Care. The OSHC program requires all permanent bookings to be made in advance. Casual users must make contact prior to the commencement of the program in order to ensure a place is available. All bookings must be paid for.

#### Signing in and out

Parents and guardians are required to sign children into the Before Care program in the morning and to sign the children out of the After Care program when the child is collected in the afternoon. A <u>full</u> signature is required as well as the time of pick up/drop off.

#### **Child Care Benefit**

Child Care Benefit (CCB) is a payment made to families to assist with the costs of child care. All families are entitled to some benefit. Families may choose to receive CCB through fee reductions or as a lump sum payment after the Australian Taxation Office has processed their tax returns.