



## Welcome

Welcome back for the last term for 2024, we hope everyone has enjoyed their holidays!

We are very excited for another term of OSHC, and we hope everyone is excited that we are nearly finished for the 2024 school year.

## Term Goals

- OSHC Policies
- Parental Communication



## Hours Of Operation

Before School Care	6:30am-8:30am
After School Care	3pm – 6pm
Vacation Care	6:30am – 6pm
Pupil Free Day	6:30am – 6pm

## Oshc Staff



Karina



Megan



Amalia



Sahera



Khush



Oscar



Julia



Joel



Stella



Silvia



Monique



Abbey



# Vacation Care highlights



## Dates for the next upcoming Vacation Care

December & January school holidays is Thursday 12<sup>th</sup> December until Friday 20<sup>th</sup> December.

Then re-opening Monday 6<sup>th</sup> January until Monday 27<sup>th</sup> January.

If anyone has any ideas or suggestions for future vacation care activities, we are always looking forward to trying new things!! Please email or talk to one of our staff.

# Child Care Subsidy: (CCS)

If you are a family who only use Vacation Care, please make sure you have your parent code and password ready to sign in on arrival and when collecting your child in the afternoon. Also, after 8 weeks of not using the centre, Centrelink will cease your account. When you book into next vacation care and are claiming CCS you will need to re confirm with My Gov, to be able to receive the subsidy.

# Child Behaviour Policy

St Gabriel's OSHC is passionate about creating a safe, inclusive, and supportive environment that enables students to express themselves in a positive way that is supported by all staff and the school community. Positive student behaviour is essential to promote positive learning environments and positive peer relationships.

Behaviours that all children in OSHC are expected to follow include;

- Follow the 5Ls
- Sit with legs crossed
- Listening to the teachers
- Looking at the teachers
  - Lips together
  - Hands in their laps
- Being respectful towards teachers and other children
- Being responsible for my own positive behaviours
  - No talking to strangers outside school grounds
  - Coming to oshc in the afternoons before 3:15

# OSHC Access

St Gabriel's OSHC is devoted to keeping the students as safe as possible during their time in OSHC. To help our staff in doing so we ask that you support us in this endeavour by keeping the OSHC gate code to yourselves and not sharing it with your children. This is to ensure their safety and the safety of all children.

# OSHC Program

## Before School Care

Students engage in learning experiences such as watching educational videos which are then discussed as a group. This is to support their learning and all educational videos are watched before hand to ensure they are age appropriate for all students.

## After School Care

Students engage in arts and crafts, STEM (Science, Technology, Engineering and Maths), and physical activities. This is to support their learning on topics of their choosing which are suggested then researched by the educators to ensure it is both age appropriate and safe for children to be engaged with.

## BOOKINGS AND CANCELLATIONS

Bookings and cancellations must be made via:

- Online booking system – ‘FullyBooked’

### Bookings:

- All students MUST be booked into OSHC
- Bookings can be permanent or casual
- Morning bookings must be made by 6:00pm the night before.
- Afternoon bookings must be made by 11:00am that day.

### *Cancellations:*

- Morning bookings must be cancelled by 6:00pm the night before.
- Afternoon bookings must be cancelled by 11:00am that day.

This ensures that we have adequate staffing and food for each session.

Following child safety policy and procedures we also ask that if your child/children are booked in for the morning service, that a parent/caregiver comes inside to sign them in. It is the parent/caregiver’s responsibility to bring and sign their child/children in. If students are not attended by a parent/caregiver, then a fee of \$2 will be charged.

# Fees for 2024

7:00am-8:30am

- Permanent \$14
- Casual \$17

3:15pm-6:00pm

- Permanent \$25
- Casual \$28

VacationCare

- Incursion \$70
- Excursion \$80
- Pupil Free Day \$70

Please note that children are NOT to be dropped off before 7:00am for the morning session- the gate will be locked until 7:00am.

Please note our service concludes at 6:00pm each afternoon. There is a fee of **\$1 per minute** for pickups after 6:00pm.

## Breakfast

Please note that breakfast is available on request up until **7:45am**. It is assumed that anyone arriving after this time has had breakfast at home. While OSHC staff do ask the general group who would like breakfast, please encourage children to ask when they arrive.

## Homework

Students are encouraged to complete homework during OSHC time however, it is not the responsibility of staff to ensure homework is completed. If you would like your child/children to start their homework during OSHC, please advise staff.

## Toys/Personal Items

We ask that students do not bring toys or other personal items into OSHC as we take no responsibility if toys/items are lost or damaged. This is now including fidget toys as they are being lost, damaged or not used appropriately. If students wish to use fidget toys for wellbeing reasons, they may ask an OSHC staff.



# Communication

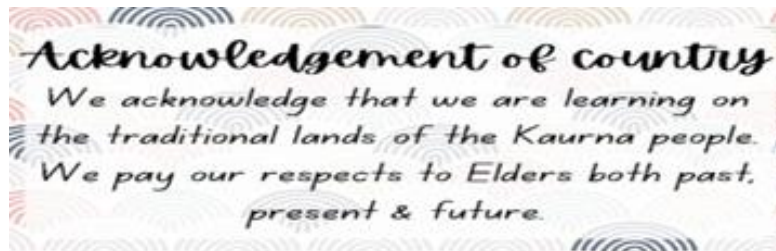
Should you have any queries or concerns please do not hesitate to contact me through our OSHC email. Our friendly staff are in the OSHC room during morning and afternoon care times should you wish to communicate directly in person or over the phone.

Communication between families and OSHC staff members can be undertaken via email, phone, SMS and face to face conversations during OSHC hours.

Email: [oshc@sgs.catholic.edu.au](mailto:oshc@sgs.catholic.edu.au)

OSHC direct line: 8216 9911 (During OSHC Service Hours or leave a message)

OSHC Mobile: 0427 792 262



The OSHC team and I look forward to another great term!

**Karina Carman & Abbey Mitchell – St Gabriel's OSHC Directors**