



# OUT OF SCHOOL HOURS CARE

## NEW PARENT INFORMATION

### OSHC SESSION TIMES AND FEES

AM SESSION	7:00am-9:00am	\$25	Casual bookings \$30.00
PM SESSION	3:10pm-6:20pm	\$35	Casual bookings \$40.00
Tuesday early finish	2:20pm-3:10pm	\$5.00	
End term early finish	2:10pm-3:10pm	\$5.00	
Walk in Fee AM session (no prior booking)		\$5.00	per child
Walk in Fee PM session (no prior booking)		\$5.00	per child

Less any CCS (child care subsidy) rebate that you may be entitled too.

### OSHC/VACATION CARE ENROLMENT

Families are required to complete a current year OSHC/Vacation care enrolment form and supply any medical documentation and medication that may be required. A fee of \$20.00 enrolment fee will be charged to your OSHC account on commencement of care.

### OSHC FEES

Invoices are issued weekly, for previous weeks care, and it will be emailed to you. Fees can be paid in person at Sheidow Park OSHC office from 2:00pm-6:20pm daily, by EFTPOS, via telephone using a visa card or for your convenience you can use the QKR App.

If you have any difficulties in paying your account, please make an appointment with the Director to discuss an alternative payment plan. If fees have not been paid within the 14 days, a reminder text message is sent. If payment is still not received an email requesting payment for outstanding fees will be sent. If the account remains outstanding, then the account will be given to a debt collection agency and your child's care will be suspended until the account is paid in full. All fees incurred from the Debt Collection Agency will be the parent/guardian's responsibility to pay. All OSHC fees must be paid in full by the end of each term.



## **OSHC**

An Educator collects the reception to year 2 children from the designated meeting spot each afternoon to ensure their safe arrival to OSHC. Please advise your child's teacher that your child will be attending OSHC to avoid any confusion. Children are provided with a healthy snack at 3:30pm each afternoon and the menu is displayed each week in the OSHC hall. This snack is in accordance with the healthy eating guidelines, which is displayed in the hall for your viewing. Water is readily available throughout the session from both the drinking fountains and water containers.

## **CANCELLATION POLICY**

### **No refunds are given on cancelled sessions**

Please advise us if your child will be absent from OSHC, especially from the PM session as this saves us a considerable amount of time looking for them when they have not arrived for a booked session. This can be done via telephone, text message or email.

**OSHC: 0418 814 057 or email [SheidowPark.OSHC@schools.sa.edu.au](mailto:SheidowPark.OSHC@schools.sa.edu.au)**

