



43 James Street

Campbelltown SA 5074

E-mail: eastmardenoshc@gmail.com

Mobile: 0423 025 790

Assessment & Rating:

Meeting National Quality Standards

Sessions of Care Available:

Before School Care

6:30am – 8:30am

After School Care

3:00pm – 6:10pm

Vacation Care / Pupil Free Day

6:30am – 6:10pm

(Closure on public holidays)

Parent Responsibilities Checklist

- ✚ Create claim for Child Care Subsidy (CCS) on MyGov – Centrelink
- ✚ Complete and submit OSHC Enrolment form along with Medical Plans and/or Risk Minimisation Plan (for children with additional health or special needs)
- ✚ Make bookings and cancellations in advance to avoid absence charges
- ✚ Inform the service of any changes regarding personal details and emergency contacts
- ✚ Provide children with appropriate clothing and resources for programmed activities: sun smart clothing, bucket hat, recess, drink bottle, lunch
- ✚ Clearly label children's belongings and collect items from lost property
- ✚ Arrange weekly payments via QKR! app

Children Responsibilities & Expectations

- ✚ Embody EMPS community's core values:
Kindness, Respect, Perseverance and Creativity
- ✚ Stay within supervised areas and boundaries
- ✚ Have fun and make positive memories!

Service Vision & Philosophy

EMPS Vision:

Learners are empowered to connect and thrive in a global community

EMPS Core Values are:

Creativity, Perseverance, Respect & Kindness

- ✚ We believe that each child is unique, vibrant, and desires for care, connection, and support from the community. Children will freely and actively make choices to engage in experiences that cater to their interests, hobbies, and strengths in a safe environment.
- ✚ Each educator and staff member will embody and embed the core values of our school community within the service's program, practices, and procedures. We believe that relationships will be strengthened between all community members when creativity, perseverance, respect, and kindness are proactively demonstrated throughout daily decision-making processes.
- ✚ Educators will deliver an engaging program that encourages children to make positive choices for their health, safety, and wellbeing. The Educational Leader will be intentional and deliberate in planning for inclusion and cultural responsiveness to ensure that each child's needs of belonging, being, becoming are met.
- ✚ We believe that education and care play a crucial role in supporting families' opportunities for work, study and professional development. Therefore, we are committed to make access to care available and endeavour to maintain fees accessible for all families.

Enrolment & Bond Payment

Enrolment forms must be completed before children commence care. Forms can be obtained from the OSHC room, school reception or our website:

www.eastmardps.sa.edu.au/parents/oshc/

A refundable bond of \$100 is required to complete the enrolment process; \$50 for each additional child.

Fees & Charges

Before School Care: \$13.00

After School Care: \$23.00

Vacation Care: \$60.00

Pupil Free Day: \$60:00

Bookings & Cancellations

Bookings can be made on a permanent or casual basis. Booking and cancellation requests can be made via:

OSHC App

Text: 0423 025 790

E-Mail: eastmardenoshc@gmail.com

Bookings & Cancellation requests must be submitted with a minimum of 24 hours' notice prior to the session of care commencing. Absences may incur full fee charges dependent on Child Care Subsidy eligibility.

Illness & Infection Control

For the safety and wellbeing of children, parents, staff and the school community, individuals with temperature of 37.5C or above will not be allowed access into the OSHC care environment. Any individual that is unwell should rest at home and return to care when they have recovered from flu-like symptoms such as coughing, sore throat, fatigue and shortness of breath. Individuals should seek medical attention for symptoms of COVID-19. Parents / guardians will be contacted as soon as possible when children become unwell during the day for immediate collection.

Sun Safe Practice

Sun protection is implemented when UV rating is 3 or higher. Sun lotion will be provided and bucket hats must be worn by all children when engaging in outdoor environments. Educators will direct children to remain in shaded play spaces as much as possible to minimise risk of excessive sun exposure. Children without hats will be required to stay indoors or play in areas fully protected from sun exposure.

Medication and Injury Management

Medication and medical plans must be supplied by families to OSHC before commencing care. A *Risk Minimisation Plan* will help educators further support the health and wellbeing of children's needs. In the case of major injury or incident, every effort will be made to contact parents and emergency contacts as soon as possible.

Invoices & Payment Options

Invoices are issued weekly via email at the beginning of each week. Invoices can also be viewed online using our parent childcare app at <http://eastmarden.spike.economicoutlook.net/clients/> Sign in using your email address and pin code.



QKR! Is the preferred payment method. Simply install the app and enter your child's enrolment details. Alternatively EFTpos payments can be made in the OSHC office. Online payments can be made via bank transfer:

BSB: 065 146

Account Number: 10243219

Account Name: East Marden PS Council Inc

Child Care Subsidy (CCS)

To Claim Child Care Subsidy, simply provide OSHC the CRN (Centrelink Reference Number) of the registered parent and the child when completing the enrolment form. Confirm care attended from MyGov notification after commencing care to finalise the claim.

Healthy Foods & Snacks

Breakfast is provided during Before School Care. Fruit and afternoon snack are provided during After School Care. During Vacation Care children need to bring a packed lunch and recess. All food prepared and provided by the service are vegetarian.