



Important News and Dates

OSHC - Getting ready for 2025 and Summer Holiday Care

2025 OSHC Enrolment Forms

- 2025 OSHC enrolment form is now available on the school website www.flagstaff.sa.edu.au Go to Parent information – OSHC. Limited paper copies will be available from OSHC.
- All families requiring care in 2025 are to submit a 2025 OSHC enrolment form as **soon as possible**
- **Only PAPER COPIES of enrolment forms will be accepted – PLEASE DO NOT SUBMIT BY EMAIL**
- \$15 annual family registration fee will be debited to your account on receipt of your 2025 enrolment form

2025 Booking Requests

Our OSHC booking procedure has changed. For OSHC bookings Term 1, 2025 onwards, families are now required to book their children in to Before School Care (BSC) and After School Care (ASC) via the Spike Childcare App. Bookings can be made up to 3 months in advance. *More information on the introduction of Spike online bookings will be sent out to families shortly.*

Diagnosed Medical/Health Conditions

To meet regulation 90 in the Education and Care National Regulations each child with a **DIAGNOSED HEALTH CONDITION** must have **three plans** in place **and prescribed medication supplied to OSHC before a child can attend OSHC sessions.**

- If your child has a **DIAGNOSED** medical/health condition, it is mandatory that a Medical Action Plan which has a start and review date and is within date, is submitted to OSHC. Medical Action Plans are required to be updated (or verify currency of) medical management plan ANNUALLY or as the child's medication needs change. If your Action Plan is due for review, now is the time to plan a visit to your medical practitioner and **provide OSHC with an up-to-date plan (asthma, anaphylaxis, allergies, diabetes, seizures etc).**
- A completed Risk Minimisation and Communication Plan (to be completed in a meeting with parent and Director, Assistant Directors, or Responsible Person) to discuss triggers, strategies and course of action if condition occurs.
- Prescribed medication (within date) to be supplied to OSHC in pharmacy packaging with correct pharmacy label, in date, with the name of child matching the medication agreement and dosage required. Pharmacy label must match information on medication plan.
- Copies of Medical Conditions Policy and Administration of Medication Policy, as well as Asthma, Allergy, Anaphylaxis, Diabetes, Seizure Action Plans are available on school website (www.flagstaff.sa.edu.au) or OSHC room.

Summer Holiday Care – 16th to 20th December 2024 and 6th to 24th January 2025

- **Thursday, 21st November 2024** – program will be released via email, on school website and OSHC room (you can take a photo). You then have time to consider your care requirements and prefill your holiday care booking form.
- **BOOKINGS OPEN Sunday, 1st December 2024** (bookings received before this will not be processed).
- **Summer Holiday Care bookings WILL NOT BE ACCEPTED if we have not received the PAPER COPY of your 2025 OSHC enrolment form** (exception - if you are leaving FHPS at the end of 2024).
- Please only submit 1 COPY of your holiday care booking sheet (either hard copy or via email) – not both.
- All Holiday Care booking requests will be confirmed by individual email.
- Confirmed bookings are **FINAL** and will incur a charge regardless of cancellations for any reason. Swapping of days is not permitted.
- Students currently in year 6 can attend Summer holiday care.
- It's important that you read 'Things You Need to Know' before submitting your holiday care booking form.
- If you have outstanding OSHC fees, your holiday care bookings will not be accepted until your account is paid in full.