



## Flagstaff Hill Out of School Hours Care

### General Information

Flagstaff Hill OSHC is endorsed by the Flagstaff Hill Primary School Governing Council and is an approved childcare provider.

We offer care during Before School, After School, Holiday Care and Student Free Days, and have a team of highly dedicated staff who are passionate about working with your children. We have an exceeding rating with National Quality Standards and our aim is to provide quality, stimulating, happy care in a rich learning environment where children are free to play, investigate, find adventure, and be challenged.

Our operating hours are:                7:15am to 8:45am and 3:15pm to 6:15pm during school terms, and  
7:15am to 6:15pm during Holiday Care and Student Free Days.

Children are provided with breakfast if they arrive before 8:15am, afternoon tea at 3:15pm, fruit snack at 4:30pm and light snack at 5:40pm.

We operate out of the OSHC room and have access to plenty of outdoor play areas within the school grounds. Our OSHC educators use portable radios to communicate with each other and children are always in pairs when going to bathroom or moving from areas.

### OSHC enrolment is separate from school enrolment

Families wishing to use our service MUST enrol their child/ren prior to attendance. OSHC enrolment form and booking sheet are available from OSHC room or school website [www.flagstaff.sa.edu.au](http://www.flagstaff.sa.edu.au)

*Children with any diagnosed medical and health conditions* - families MUST complete and return necessary documentation including medication authority, medication management plan, medical conditions risk assessment and communication plan and provide prescribed medication (which will be stored in OSHC).

Please note that children with diagnosed medical and health conditions cannot attend our service until OSHC has received all supporting documentation and medication. All medical or health care documents are available from OSHC room or on school website [www.flagstaff.sa.edu.au](http://www.flagstaff.sa.edu.au)

### Bookings

Can be regular or casual and all bookings must be made directly with OSHC and not through the school office. If you need to book your child in during the school day, please contact OSHC directly (telephone 8358 6666 or [flagstaff.oshc49@schools.sa.edu.au](mailto:flagstaff.oshc49@schools.sa.edu.au)) and we will get a message to your child's classroom teacher and add child's name on the attendance sheet.

### Reception children 2022

Can commence attending OSHC from Monday, 31<sup>st</sup> January 2022 (first day of school) and holiday care from April school holidays.

We ask that you communicate with your child's classroom teacher so they are aware your child is booked into OSHC. An OSHC educator will take your child to their classroom at end of before school care session, and/or collect them from their classroom in the afternoon for their after school session until they are comfortable in coming and going to OSHC themselves. This usually takes about 2 weeks – the reception teachers will then send the OSHC children together as a group. Booked children are on our attendance sheet, so any late or non arrivals are followed up.

Our staffing ratios are greater during the first few weeks to support and successfully transition the younger children into OSHC.

### Fees

Fees are in the brochure and on school website. Being an approved childcare service, the Australian Government assists families with childcare costs by way of childcare subsidy which is paid directly to our service as a fee reduction and families will be charged the difference between fee charged and subsidy amount. More information available from Services Australia.

If you have any queries about OSHC, please drop in to see us or ring OSHC, telephone 8358 6666 or email [flagstaff.oshc49@schools.sa.edu.au](mailto:flagstaff.oshc49@schools.sa.edu.au)

**Please return your completed OSHC form and any relevant medical and health conditions documentation together with booking sheet as soon as possible before our sessions book out. We look forward to your children joining our OSHC family.**