

GENERAL INFORMATION

OPENING HOURS

Before School Care: 6:30 – 9:00 am

After School Care: 2:30pm-6:00pm

FEES

Before School Care \$24.00

After School Care permanent: \$36

After School Care casual: \$41

These fees are before any Child Care Subsidy (CCS) has been applied

FREQUENTLY ASKED QUESTIONS

HOW DO I ENROL MY CHILD INTO AFTER SCHOOL CARE

Enrolment packs can be obtained by:

Emailing: beaconsfield@wanslea.asn.au

Alternatively you can drop into the room between 6:30 am – 9am in the mornings, or from 1:30pm – 6pm in the evenings.

Complete the required forms within the enrolment pack, these include an enrolment form for each child along with a direct debit form. Medical management forms are also required for children with medical conditions.

Return the forms to the Beaconsfield outside of school hours care along with a copy of each child's birth certificate and immunisation records.

An Educator will contact you to confirm your enrolment and required days. Once an educator has confirmed your enrolment, please log into your MyGov app and confirm Beaconsfield Outside of School Hours Care as an approved provider to start receiving the Child Care Subsidy.

Please ensure you have returned all forms by 1:30 pm at the latest, the day BEFORE you wish to start.

WHAT IS A PERMANENT BOOKING

A permanent booking is a regular booked day each week/fortnight.

CAN I USE THE AFTER SCHOOL CARE CASUALLY

Yes – families are able to book in casually – spaces permitting. Where possible we ask that you give a minimum of 24 hours notice, but we realise that sometimes emergencies do crop up and you need care at the last minute. Please wait for an Educator to confirm your place before sending your child.

WHAT DOES MY CHILD NEED TO BRING

Each Session;

Hat

Shoes

Water bottle

Spare clothes (we quite often do water play!)

Please make sure all items are labelled with your child's name.

WHERE DO YOU COLLECT MY CHILD FROM?

All children years 1 – 6 are asked to walk to the After School Care room at the end of the school day. Kindergarten and Pre-primary children will be collected by a staff member from their classroom. Year 1 children will be collected at the beginning of the year, until they get used to the routine, then will be given the opportunity to walk down themselves.

WHERE IS THE AFTER SCHOOL CARE LOCATED?

We are located in the wet area and courtyard in C Block, within the tall black gates.

DO YOU PROVIDE BREAKFAST AND AFTERNOON TEA?

We provide a selection of cereals and toast for breakfast, and a fresh fruit and vegetable platter every afternoon. We also provide another snack which varies each day. Some of the choices include crackers, sandwiches, wraps. Please ask staff if you would like more information about the menu. We are also open to menu suggestions (e.g. if your child would rather porridge for breakfast we can get some!)

WHAT SORT OF ACTIVITIES DO YOU PROVIDE?

We have access to the playground, undercover area, and the side oval.

We provide planned activities based on the children's interests, which are available to view on a weekly program. The children also have access to a variety of craft supplies and various toys and equipment.

Painting, dress ups, crafts, sports equipment, games, books, puzzles are also available for the children to use at any time.

WHO CAN COLLECT MY CHILD?

Only persons whom you have authorised on your enrolment form, or in writing, can collect your child. Please ask authorised persons to bring photo ID when collecting your child. This is to ensure the right person is collecting your child, as we may not have met this person before.

WHAT DO I NEED TO DO WHEN COLLECTING MY CHILD?

Please say hello to an educator and sign your child out using the iPad.

HOW DO I PAY MY FEES?

Please complete a direct debit form when enrolling. Fees will be deducted weekly or fortnightly.

WHEN DO I NEED TO CONTACT THE SERVICE?

Please notify us

- if your child will be absent
- if you would like to add or remove an authorised person
- if your child is diagnosed with an allergy
- if your child is unwell
- if you anticipate being at the centre after 6pm. Please note additional fees will apply after 6pm.

For more information: email beaconsfield@wanslea.asn.au or phone 0435 884 887.