

OSHC Contacts

(Ph) 93872631 (m) 0409380202
Web: <http://beps.vic.edu.au/oshc/>

Email; Ranita.Swamy@education.vic.gov.au
Parent Rep; Vicki Bucher; 0410151013

'BEPs OSHC respectfully acknowledges the Wurundjeri people of the Kulin Nation as the traditional owners of the land on which our service stands and pay respect to the ongoing living cultures of First Peoples of Australia; the Aboriginal & Torres St Islander People.'

IMPORTANT OSHC ADMIN THIS WEEK

- ⇒ **Sunsmart Policy for OSHC;** children need to have their hats at OSHC during T1 — can you please make sure they have one that is labelled and is the correct hat to protect them from the sun
- ⇒ **Absences from OSHC:** Please let us know if your child will not be attending on any given booked day; prior to the program please; place an absence via the MyFamily Lounge App; email; Ranita.Swamy@education.vic.gov.au, message or ring; 0409380202—please note absences are still charged for
- ⇒ **OSHC Invoices outstanding amounts carried over from 2022;** There are a small number of outstanding invoices — a reminder that fortnightly regular payments are to be made, and accounts must be paid in full by the end of each term and in full by the end of 2022. Families must contact me if they cannot meet these requirements.
- ⇒ **Updated Medical Plans & medication;** Please ensure we have updated medical plans & medication for your child — Plans have a 12 month expiry from date on plan. We cannot have a child in care unless we have updated medications & Plans.
- ⇒ **OSHC Policy Update;** We are currently in the process of updating the following OSHC policies and would like your feedback — please email me to request any of the following policies:
 - * OSHC Philosophy statement
 - * General Service Information, Governance and Management
 - * Payment of Fees
 - * Acceptance and Refusal of Authorizations
 - * Delivery & Collection of Children
 - * Code of professional conduct
 - * Determining the Responsible Person Present
 - * Enrolment, re-enrolment and Orientation of Children
 - * Participation of Students & Volunteers
 - * Rest & Relaxation

OSHC ABSENCES

- **Absences:** Contact the OSHC Service if your child will be absent from OSHC; message/text, email
- Children are to be picked up by authorized contacts only.
- **Before care:** If you wish to have an emergency spot, please ring the direct OSHC number ; 93872631 or Phyllis mob; 0422209671

OSHC Sub-Committee of Management

Next meeting: 16th Feb 2023 6.00pm
OSHC ROOM
ALL WELCOME

Medical Documentation

Have you updated medical details including allergies, food intolerances & medical conditions in your My Family Lounge account, and provided OSHC with updated correct documentation; medical plans, risk minimization and medicine?

Family Feedback

We welcome your feedback . Your ideas, thoughts and suggestions are important to us and help us to create a quality service for you and your children. Please let us know. Email, phone, chat..

We also are always on the look out for re-cycled materials and ideas for cooking, activities & experiences.

The Child Care Subsidy System (CCS) & Government Compliance

Have you confirmed your booking pattern in your MyGov account?

- You must do this every time you make any changes to your circumstances or booking patterns. CCS will automatically 'cease' if you have not use the program for 14 weeks
- Check your subsidy regularly to make sure you are receiving the correct subsidy and hours you are entitled too.

My Family Lounge

- **Web;** Use the online My Family Lounge web application to enrol, re-enrol, or request changes to your permanent days. <http://beps.vic.edu.au/oshc>
- **App:** Download the My Family Lounge App on your mobile phone to check for casual vacancies, make casual bookings and cancellations; www.myfamilylounge.com.au

OSHC Invoices

All OSHC payments are made via the Qkr! Mastercard App downloaded from Google play/App store.

OSHC Invoices are sent out fortnightly and are expected to be paid on a regular fortnightly basis.

Signing your child in and out of OSHC

We use a digital sign in system; *Qikkids Kiosk*, you will need to enter you mobile phone number and then set-up a 4 digit PIN number which you will use for all your OSHC signing in and out. Your Authorised contacts also use this system —they can set-up their own PIN but need to be authorised by you on your MyFamily lounge account.

Weekly Aftercare & Beforecare Program Plan: Term 1 2023

Legend:

W; Wet weather timetable

D; Dry weather timetable

Framework for School Age Care: Focus Outcomes;

1. 'Children have a strong sense of identity'
2. 'Children are connected with and contribute to their world'
3. 'Children have a Strong Sense of Wellbeing'
4. 'Children are confident and involved learners'

Mon 13th February

ASC

Beading Necklaces & Bracelets in the OSHC room with Hayfa

Colourfuls with Lucy

Basketball/tennis on the basketball Crt with Jasper

Lawn Bowls on the Oval with Hannah

Welcome activities with the Preps in the Tinker Lab with Faye

BSC

Children's Choice of activities

Tuesday 14th February

ASC

Origami love hearts in the OSHC room with Hayfa & Lucy
Colourfuls

Basketball on the basketball Crt with Jake

Soccer on the Oval with Jasper

Prep scavenger hunt with Hannah at the Colourfuls

BUSH OSHC with Faye

Cooking Cookies in the big Kitchen with Kerryn

BSC

Children's Choice of activities

Wed 15th February

ASC

Painting in the OSHC room with Hannah

Gymnastics in the hall with Lucy

Hockey on Oval with Chandika & Jake

Colourfuls with Kerryn & Faye

Tennis on the Basketball Crt with Brit

BSC

Children's Choice of Activities

Thurs 16th February

ASC

Recycled craft in the OSHC room with Lucy & Jake

Colourfuls with Kerryn & Hayfa

AFL on the Oval with Bruit & Jasper

Clay Impressions with Hannah at BUSH OSHC

Science Club with Faye & Chandika

BSC

Children's Choice of activities

Fri 17th February

ASC

Random Acts of Kindness letters in the OSHC room with Hannah

Colourfuls with Faye

Wheels with Lucy

BSC

Children's Choice of activities

What Have the Children Been doing at OSHC this Week:

