

WATCH THEM GROW



ST BERNARDINE'S OUTSIDE SCHOOL HOURS CARE REGENTS PARK

At Outside School Hours Care we will support your child to develop their social skills and extend on their learning in a safe and supportive environment.

We offer casual and permanent bookings to suit all families' needs.

Hours of operation

Before School Care 6.00am-8.30am After School Care 2.45pm-6.00pm Vacation Care
6.00am-6.00pm

St Bernardine's OSHC Phone 07 38069940 or 0408076361
Email : regentsparkoshc@catholicearlyedcare.qld.edu.au
Web [catholicearlyedcare.qld.edu.au/
st-bernardines-outside-school-hours-care-regents-park](http://catholicearlyedcare.qld.edu.au/st-bernardines-outside-school-hours-care-regents-park)



WATCH THEM GROW

St Bernardine's

OUTSIDE SCHOOL HOURS CARE
REGENTS PARK

Service Information

25 Vergulde Rd,
Regents Park Qld 4118

Opening Hours:
Monday – Friday

Before School Care
6:00am – 8:30am

After School Care
2:45pm – 6:00pm

Vacation Care
6:00am – 6:00pm

The service offers permanent bookings term time for families needing the same care sessions each week. We also offer casual sessions if there are spaces available.

Vacation Care is booked by families prior to each holiday period depending on family's needs.

Families need to have a current OSHC enrolment to attend the service. Please contact the OSHC Team.

Welcome New OSHC Families 2025

We would like to send a warm welcome to all our new families joining us for 2025! St Bernardine's Outside School Hours Care runs 50 weeks of the year on school grounds. We are located at the back of the school in the blue building next to the Sienna Hall. We have our own building and outdoor space for children to play and enjoy.

We are a not-for-profit Parish owned service. St Bernardine's OSHC is managed by Catholic Early Ed Care which runs a large number of OSHC, Long Day Care and Kindergartens in Queensland. The service currently has 23 Educators in our team and is licensed to have 165 children in care per session. We offer Before School Care, After School Care and Vacation Care.



 Call 0408 076 361 or arrange a visit

 regentsparkoshc@catholicearlyedcare.qld.edu.au



Our Daily Program

Our program is child-centered and all children have the opportunity to enjoy a variety of self-select play and programmed activities. Programmed activities are updated weekly and displayed for both families and children on our notice board at the sign in desk.

Activities are picked by our children and are based on the children's interests. If any families have any ideas for our weekly program, please don't hesitate to email them through to the service.

Loose parts play at the shed is also very popular and constantly evolving with new resources. We enjoy seeing children use their creativity and see what they can build everyday. The children's imagination continues to amaze us on a daily basis.



Children have been working with our local Men's Shed over the past 3 years designing new play equipment for the area including a shop, mud kitchen's, tables, teepee's, fences and black boards.

This outdoor area continues to be the most popular play spaces in our service!

Before School Care



Before School Care opens at 6am and the session finishes at 8.30am. Our staff walk all the children down to the school piazza undercover area.

We supply breakfast each morning until 8am and run a structured play based program as well as self-select play indoors and outdoors.

Our menu and program is displayed at the sign in and out desk for parents and children to view weekly.

After School Care

After School Care starts when the bell rings at 2.55pm and closes at 6pm sharp.

Prep children are picked up from their teachers each afternoon and our staff walk the prep children up to OSHC. All other grades walk up to the OSHC building independently where they sign in and have afternoon tea..

We run a structured play based program as well as self-select play indoors and outdoors

Our menu and program is displayed at the sign in and out desk for parents and children to view weekly.



Vacation Care

Vacation Care is always full of amazing activities for the children to enjoy. Our program includes a mixture of:

- * Incursions where we have external providers come in and run activities with the children.
- * Excursions where we all get on bus and venture out of the service to places like the movies, bowling, parks and other venues.
- * In services activities based on children's interests as well as self-select play indoors and outdoors.

We also run themed days in service based on children interests and requests.

Programs for Vacation Care are sent out approximately 4 weeks prior to vacation care so that families can book care for this period.

Prep's for 2025 are welcome to join in on our Summer Vacation Care program from January 2025. Please contact the OSHC via email for more information or if you wish to book your children in.



Important Information

■ All updates now are being sent out via the XPLOR app and also emailed through to families. Please keep up to date with these as its important to read these to keep up to date with new information, bookings for vacation care and pupil free days, emergency information and more.

■ Our newsletters will also provide families with updates throughout the term and keep you informed of events and updates at the OSHC.

■ Our notice board at the sign in desk is up daily. On here, you will be able to see who is coordinating, our menu, program, service management information and anything else you might need to know.

■ Your constructive feedback and input helps us improve and is greatly appreciated. You can provide feedback by email, talk with a staff member in person or over the phone. We love to hear new ideas and suggestions!

■ Families are able to contact the OSHC via the mobile number 0408 076 361 - you can text, call and leave a message or email the OSHC. During times of 6-8:30 and 2:45-5 all educators are on the floor with the children and may not be able to answer your call. Leave a message and we will get back to you as soon as we can.

If you wish to come see the service prior to starting or have any questions please contact The OSHC Leadership Team at the service. We look forward to meeting you and your family in 2025!

ST BERNARDINES OUTSIDE SCHOOL HOURS CARE REGENTS PARK

FEE SCHEDULE

Program Details

25 Vergulde Rd, Regents Park 4118

07 38069940

www.catholicearlyedcare.qld.edu.au

regentsparkoshc@catholicearlyedcare.qld.edu.au

Program Fees

	Permanent fee	Casual fee
Before school care	\$ 23	\$ 28
After school care	\$ 28	\$ 33
Last day of school	\$ 38	\$ 43
Vacation care & pupil free days	\$ 64	\$ 69

Educational Program Fees

These are additional fees paid for incursion and excursion days during vacation care	Educational program 1	Educational program 2	Educational program 3	Educational program 4	Educational program 5
	\$5	\$15	\$25	\$35	\$50

Other Fees

Non-communication fee (per occurrence)	\$5
Enrolment fee (initial enrolment)	\$40
Annual enrolment fee	\$25

Fees inclusions

Breakfast, afternoon tea and sunscreen

Late Collection Fee

Late Collection Fee: \$25 for every 15 minutes or part thereof per family per occurrence after 6.00 pm

Fees are reviewed annually and may be increased each year. Fees are set to ensure quality care for children, affordability for families and financial viability of the service are the key elements in determining fees.

Information about the Australian Government's Child Care Subsidy payments for eligible families is available at: www.familyassist.gov.au/payments/family-assistance-payments

Fees and Account Management Policy

In addition:

- all fees must be paid to the end of the current week of care
- failure to pay child care fees at least fortnightly may result in suspension of enrolment until fees are paid in full
- failure to pay fees incurred within the prescribed timeframe may result in withdrawal of care places until fees are paid in full or payment plan arrangements made
- failure to adhere to agreement may result in account referral to a debt collection agency, cost of which will be added to accounts
- all payments received will be receipted as per fee payment policy
- if experiencing financial hardship payment plans are available, please speak with the Coordinator for further information.

Payment Options

This is a not for profit, self-funded service. We rely on the prompt payment of fees to maintain effective and efficient operations. Our only regular operating income comes directly from Child Care Subsidy and parent fees.

Please ensure that your account remains up to date.

Preferred method:

- Xpay

These are current fees as at 8 July 2024.

Version No: 2023.1	Date of Effect: 23/1/2024	Due for review: 23/1/2025	Page 2 of 2
--------------------	---------------------------	---------------------------	-------------

2025 - ST BERNARDINE'S OUTSIDE SCHOOL HOURS CARE

{ } NEW FAMILIES { } EXISTING FAMILY { } SIBLING { } PREP

REQUEST FOR BOOKING

The request for booking does not guarantee a place.

Parent/Carer Information

	Parent/carers 1	Parent/carers 2
First name		
Last name		
Home address		
Contact phone		
Mobile		
Email		
Primary language spoken		

Child's Information

Child's full name						
Child's address						
Child's date of birth		Child's gender		Requested start date		
School Child attends						
Permanent Booking Days required	Before School Care	<input type="radio"/> Monday	<input type="radio"/> Tuesday	<input type="radio"/> Wednesday	<input type="radio"/> Thursday	<input type="radio"/> Friday
	After School Care	<input type="radio"/> Monday	<input type="radio"/> Tuesday	<input type="radio"/> Wednesday	<input type="radio"/> Thursday	<input type="radio"/> Friday
Casual Booking	<input type="radio"/> A casual booking is where a child with a current enrolment attends on an irregular basis and is subject to availability.					

Cultural Background

☐ Aboriginal

☐ Torres Strait Islander

☐ Aboriginal and Torres Strait Islander

☐ Other _____

Additional Information

Pertaining to enrolment (special needs, custodial arrangements, allergies, health care cards, etc.)

Priority of Access

Child Care Providers are asked to consider prioritising children who are:

- at risk of serious abuse or neglect
- a child of a sole parent who satisfies, or parents who both satisfy, the activity test through paid employment.

This reflects the Australian Government's intention to help families who are most in need, and support the safety and wellbeing of children at risk in accordance with the Framework for Protecting Australia's Children 2009 -2020.

Catholic Early EdCare services priorities for placement include:

- siblings of children already enrolled at the service
- families attending the Catholic school.

Signatures

Parent/carer 1 signature

Date

Parent/carer 2 signature

Date

SAFE CONDUCT AGREEMENT

RESPECT & PROTECT

Catholic Early EdCare has **zero tolerance** for all forms of abuse and is committed to safeguarding everyone involved in its services.

The safety and wellbeing of children,
young people and adults-at-risk is paramount.

BEHAVIOUR STANDARDS

DO:

- ✓ Promote the best interests and human rights of children, young people and adults-at-risk.
- ✓ Treat everyone with dignity and respect.
- ✓ Respect the diverse backgrounds, characteristics and beliefs of children and adults.
- ✓ Create environments that are inclusive and culturally safe.
- ✓ Listen and respond to the views and concerns of children and adults.
- ✓ Maintain proper physical and personal boundaries.
- ✓ Respect and protect the privacy of children and adults.
- ✓ Actively manage risks to the safety and wellbeing of children and adults.
- ✓ Promptly report all abuse concerns, suspicions, disclosures, reports, complaints and incidents.
- ✓ Take prompt action to ensure the safety of children and adults.

DO NOT:

- ✗ Have unnecessary or unauthorised physical contact with others (eg hitting, kicking).
- ✗ Have unnecessary or unauthorised one-on-one contact with a child (including online).
- ✗ Use abusive, obscene or sexual language towards or in the presence a child.
- ✗ Threaten or cause harm to anyone or anything.
- ✗ Cause damage or destruction to property or the belongings of others.
- ✗ Show or share inappropriate images or private body parts to others.
- ✗ Attend the service while under the influence of liquor or drugs.
- ✗ Unlawfully disclose personal or sensitive information about other children or adults.
- ✗ Take or share images of others without consent.
- ✗ Unlawfully discriminate against others.

We, my child/ren and I, understand that we are obliged to comply with these behaviour standards and if they are breached or there is failure to comply with them, we may be asked to leave the service premises and/or we will be required to collect our child/ren from the service immediately.

In circumstances where a child or adult threatens harm or causes harm to self or others, and/or causes destruction or defacing property, Pause Care arrangements will be immediately put in place as outlined in Policy and Procedure. Continued breaches of behaviour standards may result in the Cessation of Care.

This Safe Conduct Agreement has been discussed with my child/ren and by signing below we understand this is a condition of enrolment.

Name: _____ Signature: _____ Date: _____