
THE PATCH PRIMARY SCHOOL

OUT of SCHOOL HOURS CARE**Rationale:**

- A significant percentage of our students come from families where both parents work. Considerable demand from our parent community for Out of School Hours Care and supervision of their children is recognised by School Council, and provided for by our 'Out of School Hours Care' program.

Aims:

- To provide a high quality primary school-aged childcare service for students at our school which is community based, complies with all regulations, is flexible and meets each child's need for care in a creative, stimulating and secure environment before and after school.

Implementation:

- Our School Council will provide and sponsor an Out of School Hours Care program for students from our school that complies with the Education and Care National Regulations 2011.
- In doing so, School Council will ensure the accredited program will comply with all regulations, standards and requirements for Out of Hours Care programs as required by the Department of Family & Community Services, the Education and Care National Regulations 2011 and local government.
- School Council will strive to ensure that the Out of School Hours Care program meets the required level of National Quality Framework.
- Before School Care will be offered from 7:30am – 8:45am on school days, and After School Care will be available from 3:30pm – 6:00pm school days. Care will also be offered from 7:30am – 6:00pm on designated School Council approved curriculum days.
- A qualified, skilled and dedicated program coordinator will be appointed by School Council to work in partnership with the school principal, and to manage all aspects of the Out of School Hours Care program.
- School Council will ensure that professional indemnity, public liability, building and contents, workers compensation and any other necessary insurance is sufficient to cover the needs of the program in accordance with State and Commonwealth legislation.
- School Council will responsibly and prudently manage the program's finances and, in doing so, will ensure that the program is appropriately staffed and well resourced.
- School Council will oversee the development of a detailed and informative procedures and operations manual which will describe all procedural matters, policies and requirements.
- All concerns relating to the program will initially be directed to the program co-ordinator and, if unresolved, the matter will be dealt with by the Principal or School Council respectively.
- Whilst School Council understands the financial burdens that parents face, Council will not tolerate non-paying bad debtors to continue in the program and jeopardising the ongoing financial viability of the Out of School Hours Care program.

Evaluation:

This policy, along with all aspects of the school's Out of School Hours Care program will be reviewed regularly in consultation with the program co-ordinator, the Principal and parent users of the program.

This policy was originally formed, in consultation with all members of the wider community (all staff, parents, students, and interested members of the community) as part of the school's five - year review cycle.

References:

www.facs.gov.au

www.ncac.gov.au

Principal



School Council President

