

Before & After School Care
PO BOX 260
Terrey Hills 2084
PHONE/FAX - 9450 - 0140.
E-Mail: terreyhillskidsclub@bigpond.com.

FEES:

\$25 PER FAMILY PER YEAR

ATTENDANCE FEES PER CHILD:

PERMANENT : MORNING SESSION : \$10.00.
AFTERNOON SESSION : \$15.00.

CASUAL: MORNING SESSION: \$12.00.
AFTERNOON SESSION : \$17.50.

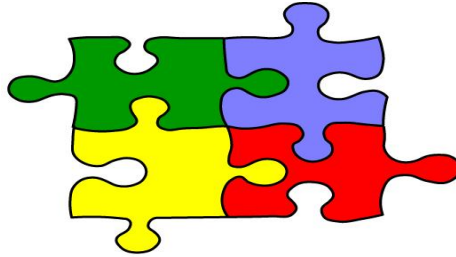
**LATE PICK UP FEE: \$1.00 FOR EVERY MINUTE AFTER
6.30PM**

The Centre is a non-profit organisation. The Centre provides both Before and After School Care & Vacation Care.

HOURS OF OPERATION :

During school term, the Centre is opened from 7am till 9 am and 3pm to 6:30pm on school days. During Vacation Care the Centre is opened from 7am to 6:30pm Monday to Friday.

During the “Early Finish” period at the beginning of each year, the Centre will open to accommodate kindergarten children.



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ENROLMENT:

To enrol your child you can call the Centre on **9450 – 0140** or come and see Heidi.

The enrolment is \$25 annually. The Centre cannot be used without the payment of this fee. The enrolment **MUST** be completed in full prior to your child attending the Centre. This Enrolment contains medical consent in case of an accident. It also specifies who may collect your child from the Centre. **NB:** the Centre **MUST** be informed of any court orders or changes to court orders relating to the custody and access of the child. The Centre must sight and keep as copy of any such order affecting custody of the children in the Centre's Care.

CASUAL BOOKINGS:

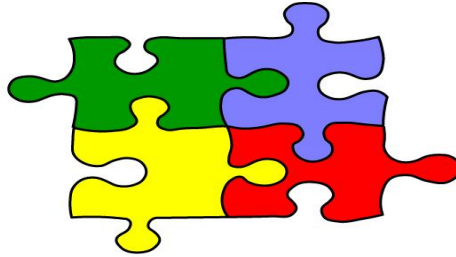
If a child is to attend irregularly or occasionally, then a casual booking may be either written application or phoning the Centre.

Casual bookings may be cancelled provided notice is given prior to 7.30am for a morning session or 3pm for an afternoon. If the appropriate notice is not given, Payment is still required.

Casual bookings will not be accepted if fees are outstanding from the previous week.

Casual bookings will not be accepted by phoning the Terrey Hills Primary School Office. You must notify the Kids Club direct.

LET THE CENTRE KNOW AS EARLY AS POSSIBLE, IF YOUR CHILD OR CHILDREN ARE NOT GOING TO ATTEND A BOOKED SESSION.



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STAFF:

The Centre has permanent staff consisting of a Coordinator and Casual staff of an afternoon, There is Always a minimum of two staff members on duty and the Centre adheres to the Child Care Standard of one staff member for every 15 children.

MANAGEMENT:

A voluntary group of parents comprise the Management Committee of Terrey Hills Kids Club. The Committee decides matters of policy, Fees, staffing and all matters relating to the running of the Centre. This committee regularly meets. All meeting dates are placed in the schools newsletter, Parents with suggestions or queries are encouraged to be present at some of these meetings.

New Parents are always welcome on the Committee.

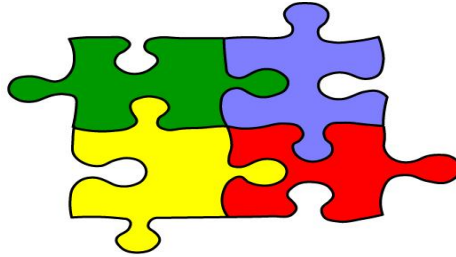
FOOD:

Breakfast is served each morning including: Toast, Cereal & Juice.

A nourishing afternoon tea is provided each day. A platter of fruit is put out every afternoon. Some afternoon teas Kids club provide are: Sao's, sandwiches, veggie sticks, pasta and much more!!

PHOTOGRAPHS:

During the yearly program, your child may be photographed during activities to display around the Centre. If you have any problems with your child being photographed, please see the coordinator.



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PROGRAMS:

Terrey Hills Kids Club staff program has a variety of craft, arts ,activities ,games and sport on a daily basis. Children are free to choose and participate in all activities. We have been really lucky this year in that we have been granted Active After School Care which twice a week we can choose from exciting activities such as Yoga, Dance, Frisbee, Multi Sports and much more.

HOMEWORK:

Homework supervision is available for 1 hour each afternoon, Monday to Thursday. Staff will remind children, but it is the child's responsibility to complete homework.

FIRST AID:

All staff at Terrey Hills Kids Club Have the first aid certificate. Parents will be informed of any accidents.