



OSHC Newsletter



Term 2 2024

Hours of Operation

Before School Care	7.00-8.45am
After School Care	3.00-6.15pm
Vacation Care	7.00-6.15pm
Pupil Free Day	7.00-6.15pm
Early Closure (1)	12.30-6.15pm
Early Closure (2)	2.00-6.15pm

Advisory Committee

Chairperson.....	Darren Bolland
Secretary.....	Vacant
Treasurer.....	Charmaine Gillard
OLOH Board Delegate.....	Paul Bennett
Service Representative.....	Diane Griguol
Staff Representative.....	Donna Houlahan
Family Representative.....	Vacant

Staffing

Director.....	Diane Griguol	Cook.....	Judy Pringle
Assistant Director	Trisia Wilkie	Educator.....	Mason Baumann
Grade 3.....	Donna Houlahan	Educator.....	Hayley Jameson
Grade 3.....	Natasha Sergi	Educator.....	Kate Lovell
Senior Educator.....	Madeline Doolin	Educator.....	Zach Wallace
Senior Educator.....	Cherie Smyth	Educator.....	Mia Forbes
Senior Educator.....	Haley Foran	Educator.....	Mitchell Payne
Senior Educator.....	Katlyn Brooks	Educator.....	Bayar Siyani
Senior Educator.....	Emma Thompson	Educator.....	Erin Aldis <i>New</i>
Senior Educator.....	Ella Rodgers	Educator.....	Adam Pope <i>New</i>
Senior Educator.....	Elizabeth Iliev <i>New</i>	Educator.....	Monique Barber <i>New</i>
Maintenance Officer.....	Jim Sloman	Educator.....	Phoebe Doolin <i>New</i>

2024 OSHC STAFF



Diane



Trisia



Jim



Judy



Maddy



Donna



Cherie



Bayar



Mitchell



Eli



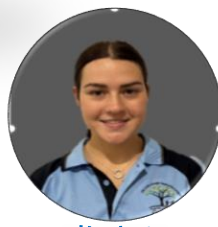
Haley



Ella



Natasha



Hayley



Adam



Monique



Erin



Mason



Kate



Emma



Mia



Zach



Angela



Kaitlyn

New Staff

Elizabeth Iliev, Erin Aldis, Adam Pope, Monique Barber and Phoebe Doolin have joined our OSHC team. Elizaeth (Eli) is a qualified educator with an Advanced Diploma of Children's Services coming from St Thomas More OSHC. Erin Aldis is a 1st year uni student studying for a Bachelor in Early Childhood Education coming from Kings Baptist ELC. Adam Pope is a 2nd year uni student studying for a Bachelor of Primary Education (Honours). Monique Barber is a 2nd year uni student studying for a Bachelor of Secondary Education (Honours). Phoebe Doolin is currently changing her degree to study education and is the sister of Maddy.



Departing Staff

Vrinda Shah has put in her resignation as she has decided not to continue working until her son goes to school. Jessica Wishart has taken on a new position at an ELC. We wish them all the best on their new endeavours.

Staffing

Trisia Wilkie has won the role of Assistant Director and will be taking on the role as from Monday 24th June 2024 when she returns from her placement. Donna Houlahan is currently Acting Assistant Director until Trisia's return then Donna will go back to her Grade 3 role.

Staff Professional Development

Workplace Induction – New Staff

Policy and Procedure Mentoring – All staff

Mentoring – Leadership Team

CESA Director Networking Meeting – Diane & Donna

My Time Our Place version 2 – All staff

Narragunnawali: Reconciliation Action Plan – Donna & Cherie

Nutrition Impacts on Behaviour – Diane & Donna

Supporting all ages in the OSHC Service – Donna & Cherie

A day with Quality Area 7 – Governance and Leadership – Diane

Understanding Kaurna Culture – Donna & Cherie

Mental Health in Middle Childhood (OSHC) – Diane & Cherie

Unpacking Quality Area 2 – Health & Safety – Leadership

Navigating Autism - Leadership

Improvements, Repairs and Maintenance

Repaired blind

Repaired and painted cracks in the ceiling

Repairs to air conditioner in AV room

Fix the door going into the kitchen

Pest control

Routine maintenance and grounds upkeep

Create new garden bed

Repair handheld radio

Replace light in AV room

Repair fly screen

Policy Review

If you would like to view any policy and offer any input, the policies can be viewed on our website. If you wish you can request a copy of a policy. We are currently reviewing our **D-10 Delivery & Collection of Children and C-2 Staffing** policies these will shortly be on our website. Please read the policies and if you would like to make a comment, I encourage you to do so. We find your feedback very informative.

Quality Improvement Plan

Our Quality Improvement Plan has been implemented for 2024. Areas that we are focusing on is embedding Indigenous Culture into our program, communication with families, connecting with our families and the local community, professional development, introducing a new positive behaviour management system, creating a Reconciliation Action Plan and promoting healthy eating.

Public Holidays Term 3

OSHC Nil

Vacation Care Monday 7th October

Please note that families are not charged for Public Holidays.

Pupil Free Days Term 3

OLOH Monday 22nd July

Greenwith Primary Friday 26th July

Friday 30th August

2 Week Closure – Dates for this year

Our 2-week closure is Friday 20th December 2024 and reopen on Monday 6th January 2024.

Meet and Greet Term 3

We will be hosting a Meet & Greet in term 3 for educators and families to have an opportunity to form positive relationships with one another and build on existing ones. It will be towards the end of the term when the weather improves. We will notify families when the date has been set.

Vacation Care July 2024

Vacation Care Program

The Vacation Care program for the 2024 July school holidays is completed. This was sent out to families via the SPIKE Parent Childcare App. The program and booking form have also been posted on our website <http://goshc.org.au>

Please book carefully as you will still be financially responsible for your child's place whether they attend or not

Lunch Menu – Steps to follow to order your child's lunch preference

You are required to write down your child's lunch preference, either the advertised option or a sandwich of your choice for each day on the booking form. If you do not write down your child's lunch preference, then the advertised option will be selected for your child. Please take the time to go through the menu with your children so that they are aware what they will be having for their lunch prior to Vacation Care. Some children can become quite upset if you have ordered a lunch that they are unsure about or do not like. **Once a lunch has been ordered it can't be changed on the day.** If a child refuses to eat their lunch their family will be contacted. If a sandwich is then requested by the family a fee of **\$3 per sandwich** will be charged to the parents' account.

Drink Bottles

All children require drink bottles in Vacation Care for days that we stay at our OSHC service as well as excursions.

Hats

All children are required to bring their OSHC hat to Vacation Care. **If your child is booked in for an excursion and they don't have a hat we will then provide your child with a hat and charge your account \$10.**

Dress Attire

Children that attend Vacation Care are required to wear tops that have their shoulders covered by their top. Cancer council recommend that children's arms are covered to their elbow. **Tank tops and singlets are not suitable attire for Vacation care.**

Closed -in Footwear

It is a requirement that all children that attend Vacation Care wear enclosed footwear. **Please note: Children not wearing enclosed shoes will not be accepted into the Service.**

Vacation Care Survey

Can families using Vacation Care please take the time to complete the Vacation Care survey at the end of the holidays. The survey can be found on our website.

Bookings



All families are required to use the SPIKE Parent Childcare App to make their bookings or cancellations for their children.

On the App, families can see their children's allergy / dietary requirements, emergency contacts, current and upcoming bookings, invoices & statements, CCS entitlements and current balance owing as well as correspondence and messaging.

Bookings can only be cancelled if more than a week's notice is given. If less than one week's notice is given you will not be able to cancel these bookings on the App and you will need to contact the service via the SPIKE Parent Childcare App to advise that your child will be absent for that session. Short notice bookings are still accepted by the OSHC office. The cut off for using the app for **Before School Care** is **6.00pm the night before** and **After School Care** is **9.00am on the day**. After these times, you will need to contact the OSHC office.

OSHC Childcare APP Communication Care System

We use the Spike Childcare App to send communications to families such as alerts, announcements, emails, newsletter etc. Please ensure that you check the App to ensure you are kept up to date with OSHC information.

For instructions to download the Spike Childcare App. Go to our website <https://goshc.org.au/>

Collection Of Children

Please note that if you elect to send someone to collect your child that is not listed on your child's enrolment form you are required to send us an email confirming their identity. If it is a last-minute emergency collection you will then need to telephone our office to make arrangements. We can't legally release the child to anyone that you have not given permission to collect.

Children Support Plans

If you would like to meet with educators to review your child's support plans or discuss their progress, please don't hesitate to contact the office and schedule an appointment.

2024 Fees

Before School Care	\$14.00	
After School Care	\$25.50	
Early Finish 12.30pm	\$45.00	
Early Finish 2.00pm	\$33.50	
Vacation Care	(non-refundable)	
Bronze (Home Day)	\$66.00	
Silver (Incursion Day)	\$77.00	
Gold (Excursion Day)	\$88.00	
Pupil Free Day	\$66.00	
Hats	\$10.00	
Application Fee	\$100.00	for new families
Re-enrolling Fee	\$25.00	for existing families that do not re-enrol their child prior to the conclusion of the current school year
Bond Fee	\$200.00	only applicable to families not paying fees on time and families being sent for debt recovery.

Overdue Payments of OSHC Accounts

Families that have their **deduction declined** will be charged a **\$2.75 bank fee** and an **administration fee of \$10** for accounts under \$100 or **an administration fee of \$25** for accounts \$100 and over. Families will then be contacted to arrange settlement of their account. If payment is not received by Friday being the last day of the week the child's place will be suspended until payment has been made in full.

Families that have their deduction declined 3 times in a calendar year will be required to go on a \$200 bond to continue to use the Service. This bond does not offset any future fees.

Families that do not pay their Vacation Care Fees by the due date will be required to prepay their fees for subsequent bookings for Vacation Care. Families that do not attend the campus are required to pay their Vacation Care Fees in advance.

Families are encouraged to discuss any difficulties that they may have in paying fees with the Director, who will discuss and make suitable arrangements for payment of fees as well as informing them of other avenues of financial support if required.

Centrelink 14 & 26 Week Enrolment Rules

We have had a few queries regarding the Centrelink 14-week & 26-week rules. These rules are applicable if your child has not attended OSHC in 14 weeks or 26 weeks consecutively. Please use the attached link for more information.

[https://www.servicesaustralia.gov.au/child-care-subsidy-if-your-child-absent-from-child-care?context=41186#:~:text=If%20your%](https://www.servicesaustralia.gov.au/child-care-subsidy-if-your-child-absent-from-child-care?context=41186#:~:text=If%20your%20)

New Food Menu

Our OSHC Menu is currently under review to bring it in line with the changes made to the Right Bite guidelines for schools. Staff will be meeting during the holidays to create a new menu which will start in term 2.

New Menu

The main steps to meeting the updated nutrition related standards of the Right Bite Food and Drink Supply Standards are ensuring:

- all meals, snacks and drinks are written on the menu
- all recipes are documented
- 'discretionary' ('red 1' and 'red 2') foods and drinks are not on the menu
- a variety of fruit and vegetables are provided everyday
- water is freely available, and this is written on the menu.

We have had to create a new menu based on the updated guidelines.

1. use [FoodChecker](#) to assess your menu against the nutrition related standards
2. remove 'red 2' food and drinks from menus, celebrations, events, OSHC, fundraisers, rewards and other scenarios where foods are provided
3. remove 'red 1' foods and drinks — you could try providing smaller serve sizes of drinks or snacks
4. increase green options – you could try introducing some [new green drinks](#) or swap [some ingredients](#) in your main meals to green them up
5. limit amber options – you could try replacing [amber snacks](#) and [meals](#) for green alternatives
6. reassess your new menu with [FoodChecker](#)
7. use [FoodChecker](#) anytime you plan a new menu.

Breakfast should include:

- grain (cereal) foods such as bread or breakfast cereals. A wholemeal or wholegrain choice should be available every day. If you are serving a breakfast cereal, [use the 'search and assess' function of FoodChecker](#) to find a cereal which is low in added sugar (classified as green).
- Milk, yoghurt, cheese and/or alternatives. If you provide dairy alternatives such as rice or soy products, make sure these have added calcium. Look for at least 100mg calcium per 100g on the nutrition information panel.
- Where possible, try to serve some fruit and/or vegetables at breakfast.

Morning and afternoon tea:

- vegetables
- fruit
- milk, yoghurt, cheese, and alternatives.

If you choose to provide grain (cereal) foods, make sure they are mostly wholemeal or wholegrain.

Drink:

- water is freely available and encouraged every day
- plain reduced fat milk is provided as a drink every day. Flavoured milk should not be provided every day.

Compliance:

- adding easy fruit and vegetable snacks
- making simple swaps to [move snacks from red to green](#)
- [replacing amber and red meals](#) with green or healthier meal alternatives
- [swapping amber or red ingredients](#) in your recipes for green ingredients
- [changing your cooking method](#)
- [using our ideas for recipe inspiration](#).

Seeking New Advisory Committee Members

We currently have 2 vacancies on our Advisory Committee for OSHC. If you have the time and the capacity to be a committee member we would like to hear from you. We meet once a term in week 6 for a meeting that usually takes around an hour. The Advisory Committee members are the Principal of Our Lady of Hope School, the OSHC Director, the Chairperson (runs the meeting), the Secretary (takes the minutes), the Treasurer (the school bursar), OSHC staff representative and a Family representative. The positions currently vacant are the Secretary and the family representative. The Advisory Committee focuses on policies and procedures, compliance, viability and any concerns raised by stakeholders.

**BE A PART OF OUR
OSHC
COMMUNITY
JOIN THE
COMMITTEE!**

SPEAK TO ONE OF OUR STAFF TODAY!



Continuing COVID 19 Procedures

- Families can no longer enter our Service and must sign their child in and out at OSHC's front gate.
- Children and staff must not attend if they are displaying signs of Covid-19.
- Children and staff cannot enter the site after they have been PCR tested for COVID-19 until they are clear to do so.
- If a child is displaying COVID-19 symptoms upon arrival, they will not be permitted to be signed into the Service.
- If a child displays COVID-19 symptoms whilst at OSHC the child will be isolated from the rest of the children and their family will be contacted for immediate collection from the Service.
- Social distancing for staff members and reduced number in groups for children.
- Healthy hand hygiene behaviour.
- Educating children to cover coughs and sneezes.
- Families collect their children at the hall and resource centre from the front door.
- A new simplified menu with whole pieces of fruit on offer instead of being cut up into pieces.
- Food being plated for children instead of helping themselves.
- Resources, equipment and toys that cannot be sanitized have been put away.
- Staff - Classroom contacts only need to isolate if they are displaying symptoms but must RAT test prior to coming to OSHC for 5 days from the date of exposure.
- Children – Classroom contacts should avoid OSHC if they can but if no alternate care is available, they can still come to OSHC.
- Staff that have tested positive to COVID but are not displaying symptoms can return to work but must wear a mask and socially distance.
- Staff that have tested positive to COVID and are displaying symptoms can't return to work until they are not displaying symptoms anymore.





Term 2 Goal: Gain a Sense of Belonging
This is what we have been up to!



