



OUR LADY OF HOPE GREENWITH OSHC



TERM 1 NEWSLETTER

Dear Families,

Wow, can you believe we're already in Week 10 of Term 1? Time has flown by so quickly, and we've had such an exciting start to the year! To all our new families, a warm and heartfelt welcome—we're so pleased to have you join our OLOH OSHC community. To our existing families, hello and thank you for your continued support and involvement. We've had a wonderful few weeks filled with fun activities, new friendships, and lots of laughter, and we can't wait to keep the momentum going!

In this edition, we'll share a few highlights from the term and important information to keep you informed. We're grateful for each of you and look forward to a fantastic year ahead!

Kind Regards,
The OLOH OSHC Team



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)	2.10-6.15pm

Advisory Committee

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

Staffing

Director.....	Diane Griguol
Assistant Director	Trisia Wilkie
Leadership.....	Donna Houlahan
Leadership.....	Cherie Smyth
Senior Educator.....	Haley Foran
Senior Educator.....	Emma Thompson
Senior Educator.....	Ella Rodgers
Senior Educator.....	Zach Wallace
Senior Educator.....	Elizabeth Iliev
Senior Educator.....	Mia Forbes

Cook.....	Judy Pringle
Maintenance Officer.....	Jim Sloman
Educator.....	Mason Baumann
Educator.....	Kate Lovell
Educator.....	Mitchell Payne
Educator.....	Bayar Siyani
Educator.....	Adam Pope
Educator.....	Phoebe Doolin
Educator.....	Monique Barber
Educator.....	Gemma Stacey
Educator.....	Georgia McCue



2025 OSHC STAFF



Diane



Trisia



Jim



Judy



Donna



Haley



Emma



Bayar



Mitchell



Eli



Cherie



Ella



Phoebe



Adam



Monique



Gemma



Mason



Kate



Mia



Zach



Georgia

Departing Staff

Maddy Doolin resigned from her position as she obtained a teaching position after completing her degree. We wish Maddy all the best for the future.

Staff Professional Development

- Emergency procedures – All Staff
- My Time Our Place Curriculum – All staff
- Little Scientists (STEM) – Donna & Cherie
- HLTAID012 - Childcare First Aid & CPR – Diane, Donna, Cherie, Judy, Mia, Kate, Mia & Mason
- Unpacking the Educational Leader's Resource – Trisia & Donna



Improvements, Repairs and Maintenance

- Pest control
- Routine maintenance and grounds upkeep
- Repair fly screen
- Fluro lighting replacement
- New extractor fan installed in the kitchen
- Replacement Laptop
- Fix pulley on window in AV room
- Fixed leak under kitchen sink
- Hose replacement
- Fence repair

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 [A-3 Philosophy](#), [A-7 Confidentiality](#) and [A-8 Sustainability](#) policies; these will shortly be on our website. We will be reviewing our **D-3 Child Safe Environment**, and **D Sun Protection** next term. Please have a read of these policies and if you would like to make a comment, I encourage you to do so. We find your feedback very informative.

Early Finish Term 1

Early Finish Term 1 2025

OLOH

Friday 11th April 12.30pm

A sandwich of choice and fruit is included for lunch

Greenwith Primary School

Friday 11th April 2.10pm

If families have booked their children in for this day the booking will automatically be updated to their child's school early finish. If families do not want their child to attend the early finish, then 1 week's cancellation notice is required.

Pupil Free Days Term 2

OLOH

Monday 28th April

Friday 6th June

Greenwith Primary School

Friday 6th June

Just a reminder to families that we require a minimum of 13 children to operate for the day.

Public Holidays Term 1

Vacation Care

Easter Friday 18th April

Easter Monday 20th April

Anzac Day 25th April

Please note that families are not charged for Public Holidays.

OSHC Closure Day **IMPORTANT**

OSHC will be closed on Monday 1st September as all staff will be participating in professional development.

2 WEEK CLOSURE – Dates for this year

Our 2-week closure is from Friday 19th December 2025 and we reopen on Monday 5th January 2026



DIRECT DEBIT DAY CHANGING IMPORTANT

As from Term 2 the day that your fees are debited from your account will change from Tuesday to Wednesday. Our procedure will stay the same. If fees are declined when the debit is processed families will incur a late fee. If families have not paid their OSHC fees by the Friday of that week their child's place will be suspended until payment is received. Please note that families that have had their debit declined on 3 or more occasions will now need to pay a bond to continue to use our service.

VACATION CARE April 2025

Vacation Care Program

The Vacation Care program for the April 2025 school holidays has been completed. The booking form without the program was sent out to families via the SPIKE Parent Childcare App on Friday 14th March 2025. The program and consent forms were sent out to families on Monday 17th March. These forms are also posted on our website <http://goshc.org.au>.

We decided to change the way we send out our forms this year so that all families have the opportunity to book in their children on the days that they need rather than the days that their children want to come in based on the activities that are programmed. This way families that don't have any choice about the days they need to book in are more successful in obtaining places for their children.

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 **\$4 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.

QUALITY IMPROVEMENT PLAN 2025 Term 1

<u>Quality Area</u>	<u>Task</u>	<u>Achieved By</u>	<u>Check</u>
1.1.1	Organise a training day for all educators in the My Time, Our place version 2	End of Term 1	
1.1.1	Professional development for educators. (Expanding & strengthening Aboriginal & Torres Strait Islander perspectives in our program.) Guest speakers to educate educators and children	End of Term 1	
1.1.1	Capturing more of the children's voice. More children's voice in the floor book as well as on the program and extensions from child observations.	Week 2 Term 1	
1.1.2	We ask staff and families to collaborate with this by sending in cultural pictures to create a new board. Children can add drawings and flags. Welcome and farewell in the family's cultural language displayed.	Ongoing – new children & families coming & going	
1.2.2	Staff training in observations with the programming team.	End of Term 1	
1.3.1	Add on the child observation extensions on the Yarning Circle for educators to complete.	End of Week 1 Term 1	
1.3.2	Staff to link observations to theorists – Theorist information sheet to be displayed for staff in educator's cupboard to learn different theorists.	End of Term 1	
2.2.1	Each 2:45pm meeting we go through a new supervision plan as a team.	Week 5 Term 1	
3.2.1	Set up each area prior to the children arriving to make them inviting and enjoyable. Purchase more resources.	Beginning Term 1	
4.1.1	In our 2:45pm meetings, each educator to write down as an activity of interest to them each week. Educators will then be rostered for their own activity. Educators also are expected to send in a suggestion over email or in the staff suggestions on the Yarning Circle	End of Term 1	
4.2.2	Staff training on observations with the programming team. Staff observation chart-each educator is to stick a star on the chart next to their name once they have completed an observation. These charts will be printed out termly.	Beginning of Term 1	

ASSESSMENT AND RATING

The assessment and rating visit took place on 6 November 2024. The regulatory officers (RO's) observed educator practice, sighted documentation and engaged in leadership discussions.

We received our rating report on 11th December and successfully fulfilled the requirements in all standards.

Assessment and rating summary	
Quality Area 1 is rated	Meeting NQS
Quality Area 2 is rated	Meeting NQS
Quality Area 3 is rated	Meeting NQS
Quality Area 4 is rated	Meeting NQS
Quality Area 5 is rated	Meeting NQS
Quality Area 6 is rated	Meeting NQS
Quality Area 7 is rated	Meeting NQS
Overall rating	Meeting NQS

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.

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.

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%>

FEES 2025

price increase commencing 1.1.2025

We are very mindful the financial pressures families currently have but rising costs have impacted our OSHC Service particularly consumables and excursion costs. The OSHC Committee have decided to raise our fees as from January 1st, 2025, to enable the Service to be remain viable. Before School Care will increase by 50 cents per session and After School Care by \$1.00 per session. Vacation care Bronze has increased by \$2 per day, Silver \$2.50 per day and Gold \$2.50 per day.

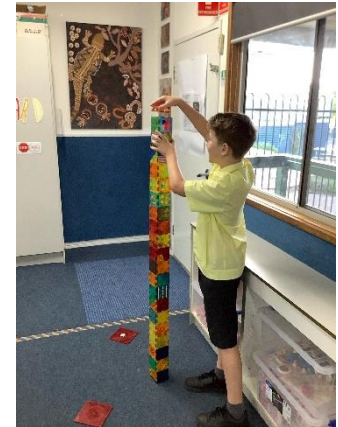
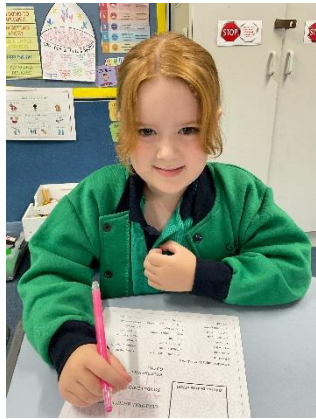
Before School Care	\$14.50	
After School Care	\$26.50	
Early Finish 12.30pm	\$46.50	
Early Finish 2.00pm	\$34.00	
Vacation Care	(non-refundable)	
Bronze (Home Day)	\$68.00	
Silver (Incursion Day)	\$79.50	
Gold (Excursion Day)	\$90.50	
Pupil Free Day	\$68.00	
Hats	\$10.00	
Application Fee	\$100.00	for 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.





☆ We have been busy this term!

