

Jumbos OOSH

REQUEST FOR BOOKING FORM 2020



REGISTERED OUTSIDE SCHOOL
HOURS CARE SERVICE

Costs and Service Information

Enrolment Fee \$30

Annual Sunscreen Levy \$2.50 | Quarterly Toy/Materials and Supplies Levy \$2

Before School Care 6.30am - 9.00am

Permanent Bookings \$19 per child

Casual Bookings \$22 per child | Breakfast served between 7am and 7.45am

After School Care 3.00pm - 6.00pm

Permanent Bookings \$24 per child

Casual Bookings \$27 per child | Nutritious afternoon tea supplied

Eligibility

All children attending Kindy to Year 6 at primary school are eligible to attend the before and after school care programs.

What is a Casual Booking?

A casual booking is not a regular booking for fixed days. It's for those times when families need occasional care.

Bookings can be made by emailing: jumbosplayland@bigpond.com or text Booking Mobile:: 0438 407229

BOOKINGS MUST BE MADE:

Before School Care: Prior to 12 midday the day before the required care.

After School Care: Prior to 12 midday on the day of care

If you need to cancel a casual booking, then one day's (1)/24 hours notice is required, otherwise, full fees will apply.

What is a Permanent Booking?

A permanent booking is a regular booking that may be for a particular day or every day of each week. A booking must be for a minimum of 8 weeks to be classified as a permanent booking. These permanent bookings will continue from term to term unless otherwise advised. Please make sure you mark the days of care you require on the Booking Form.

Before School Care

Before school care operates from 6.30 am – 9.00 am (not including public holidays). The children enjoy a healthy breakfast and are supervised in a safe environment until their school day begins.

After School Care

Our after school care programs operate during school terms from 3.00 pm to 6.00 pm daily. Each program unique in its operation by the nature of the environment and the number of children and staff. We offer a range of games and activities to extend their leisure and social opportunities.

Enrolments

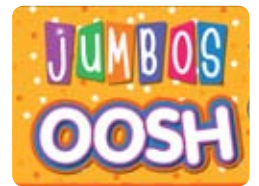
As places are limited, enrolments will be processed on a "first in - first served" basis. Please be aware all enrolments cease on the final day of term four (4) each year. All families are required to re-enrol and reapply for positions for the following year, with positions being offered on a first in basis. Enrolment forms for the following year will be available from the website during term four (4).

Jumbos OOSH

ABN: 45 128 595 648 | 17 Merrigal Road, Port Macquarie NSW 2444
Centre P: 0265 810909 | Enquiries Mobile: 0408 024327

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Child Care Subsidy

Our service is Child Care Subsidy Approved

To be eligible, families must register with the Department of Human Services (DHS). We have factsheets on our website <http://www.jumbosplayland.com.au/PDFs/childcarefactsheet1.pdf> or contact DHS directly on 13 61 50.

Fees And How To Pay (please refer to our family handbook)

Invoices will be emailed weekly to families Your account must be paid in **ADVANCE**. If your fees fall behind, your position in the centre will be in jeopardy and a late payment fee of \$10 per week may be charged.

Our preferred method of payment is EFT: A/c Name: Jumbos OOSH | BSB: 082-798 | Acct No. 82-104-2339
Please use your child's name as a reference. We also accept credit card, cash, cheque and EFTPOS payments.

Late Fee

A late fee of \$20.00 per child for every 15 MINUTES or part thereof will be charged for children remaining on the premises after 6pm. Please note – School age care educators are required to vacate school premises no later than 6pm. If you are delayed in collecting your child, contact the program immediately.

Enrolment/Administration Fee

An annual enrolment / administration fee of \$30.00 is payable per family, is non-refundable and will be charged to your account at the time of enrolment. This fee includes the costs associated with the OOSH service's enrolment team processing your child's enrolment. Please allow one (1) week for your enrolment to be processed.

Notice Periods and Cancellations:

Families with a permanent before and after school care booking are required to provide two (2) week's notification. Parents with a casual before and after school care booking are required to provide one (1) day/24 hours notice to OOSH admin team for any proposed changes. Guarantee of changes is subject to availability. If a family withdraws their child/ren without appropriate notification full fees will be charged until notification has been received.

Sun Protection

Jumbos OOSH is a SunSmart service. We implement a "no hat, play in the shade" policy when the UV rating is 3 or above. When playing outside, children are required to wear a wide brimmed, Legionnaire or bucket style hat, clothing that covers shoulders and shoes that cover feet. Singlets and caps are not be permitted.

Food

Our before school care programs provide a light breakfast and nutritious snacks are provided for children attending after school care. Families choosing to provide food for their child must do so in accordance with our Nutrition Policies. Copies are available upon request and are also available in our family handbook.

Behaviour Guidance

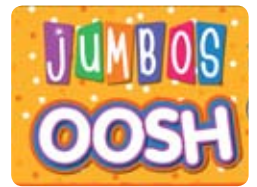
Before and after school care educators will work with the families to positively guide children's behaviour at the program. Our Behaviour Guidance Policy combines positive techniques for supporting appropriate behaviour and relevant consequences for inappropriate behaviour. We do, however, reserve the right to cease a child's enrolment (in consultation with parents/guardians) when their behaviour continually threatens the positive and safe environment of the program.

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Bookings for 2020 are open and are accepted online and in person at Jumbos Playland, 17 Merrigal Road, Port Macquarie.
Alternatively scan and email the documents to admin@jumbosplayland.com.au.

Reminder of our fees policy

Fees Payable in Advance:

- 30 Enrolment Fee per family per calendar year (including re-enrolments)
- Fees are to be kept one week in advance at all times.
- Normal fees apply to Public Holidays, sick days, family holidays and any other absence.
- Fees are not charged for days when the Service is closed outside of Public Holidays.
- Child Care Subsidy is paid for a child's absences up to 42 days per child each financial year.
- The Service does not exchange days of care and does not arrange make up days.

Cancellations:

- Permanent bookings are still charged if your child is absent, unless 2 weeks notice is given.
- Casual bookings are charged once booked, unless 1 day / 24hours cancellation notice is given.
- Vacation Care – bookings cancelled within 14 days of the session.

Child Information **Please print CLEARLY to avoid delays in the enrolment process**

Child 1 Details
First Name
Middle Name
Surname

Child 2 Details
First Name
Middle Name
Surname

BEFORE AND AFTER SCHOOL CARE

PERMANENT CARE REQUIRED <i>Bookings continue from Term to Term and are current for the 2015 year only</i>							Permanent Fee
Before School Care (BSC) Name of Child/ren	M	T	W	Th	F	Commencement Date	\$19.00
After School Care (ASC) Name of Children	M	T	W	Th	F	Commencement Date	\$24.00

FEES *Casual Attendance Fee loading of \$3 per booking | \$30 annual enrolment fee is payable per family and will be charged to your account upon enrolment.
\$2 Material, Toy and Supplies Fee payable per child per term.*

PARENT/CARER AGREEMENT

Will you be dropping child/ren off before 7.30am Yes No

If yes, approx. time am

1. This is a Casual Booking Permanent Booking
2. My/our child/ren will attend Outside School Hours Care on the day/s indicated above unless otherwise indicated in writing.
3. I/We have read the Outside School Hours Care Cancellation Policy and agree to give the prescribed notice periods for any cancellations to the bookings as per the Parent Handbook.
4. The information supplied on this form is current and up-to-date. It is my responsibility to notify the service of any change to booking details, as per the Parent Handbook

Name and Signature

Dated

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