



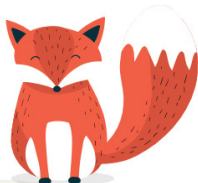
## Outside School Hours Care

Building Blocks OSHC offers high quality before and after school care where children and families are central to our program and practices. Our vision is to provide children and young people with the building Blocks for life.

Our program is packed with exciting activities in a safe and friendly environment. We cater to your child's age, skills, interests and development needs with a commitment to inclusion for all students. Our experienced team take pride in enriching the lives of children while helping parents stay on top of their daily responsibilities.

## We Are All About

- ✓ Experienced Programs
- ✓ Educators
- ✓ Healthy Minds & Bodies
- ✓ Fun & Dynamic
- ✓ Safe Professional Services





## Care In Everything We Do

Vigilant supervision, reliable management and up-to-date policies ensure we offer parents and schools a high-level service that caters for everyone's needs. We believe that children construct meaning and understanding through their interactions, relationships and experiences. Engaging environments and meaningful interactions build on this foundation for successful lifelong learning. We'll do everything we can to ensure your child is made to feel welcome and comfortable every step of the way.

## How We Work Together

Here's a quick guideline of what you should know before your child attends for the first time:

### Arriving

When you enroll, you will provide us with a list of contacts you authorise to drop off and collect your child. For parents of children in grades K-2, please escort your child to the Collection Point.

### Leaving

A child can only be collected by a parent or authorised guardian. Please ensure the person collecting your child brings valid ID. All children must be collected from the Collection Point so they can be signed out. As per our Service Information, if you think that you will be late, a fee may be charged to cover the extra cost of this time.

## Medical Info

If your child has any medical needs, it's essential that when you enroll you provide us with a current Medical Management Plan. These must be updated at the start of each year, or whenever there is an update to your child's treatment or medical condition.

## Medication

Medication can only be administered to a child if a Medication Authorisation Form is signed by a parent or legal guardian.

Please ensure the medication is clearly labelled with the following:  
Your child's name  
Your child's dosage amount & times/frequency  
Used by date – we can't administer expired medication.

Medication must be kept on site at all times, and will be administered by first aid trained educators only.



# The Fun Starts Here!

## Anaphylaxis

If your child has any allergies, please ensure these are included in their Medical Management Plan.

### What Your Child Should Bring

Comfy shoes for play

Sun/rain protection

Any homework they want to do

Medication they might need

## Activities

We offer a range of structured activities every day, and we even help children with their home-work. We ensure there is time spent outdoors for fresh air and sunshine, along with plenty of time for sports. Our wide variety of choices for children include:



Music



Art & Craft



Games



Science



Sports



Drama

## A Typical Day

### Before School

Breakfast is offered to all children until 8:15am with toast and cereal on offer as well as a special item each morning.

Indoor and outdoor activities to help children warm into the morning before they head into school. Flexible and relaxed atmosphere to help children prepare their minds and bodies for the school day.

### After School

Afternoon tea is provided to re-energise children after school with a fruit platter and special item.

We create space for children to get started on their homework with the support of our educators.

Planned yet flexible activities are offered to help meet the physical, educational and emotional needs of children coming home from school.

### Menu Example

We take pride in preparing nutritional food, adhering to Food Safety Guidelines and catering to children's specific requirements. Here is an example of a typical week:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	Scrambled Eggs	Breakfast Wraps	Breakfast quiches	Toasted melts	Fruit Smoothies
Afternoon	Fried Rice	Sandwiches	Nachos	Vegetarian Stirfry	Crackers with dip

## How To Enroll

Enrolment is simple as we have streamlined our enrolments online through our website at <http://buildingblocksoshc.com.au>. Prior to your child's first attendance, it's important for us to know if they have any medical conditions, any additional needs, or a history of challenging behavior. Please call us on 0434 114 557 and together we can discuss the best way forward.

## How To Book

All of our bookings can be made online at <http://buildingblocksoshc.com.au> or by calling 0434 114 557.

## Term Bookings

The best way to secure a place for your child is to book set days of the week for each school term.

## Casual Bookings

We can provide casual bookings dependant on vacancies each day. Even if something pops up at the last minute, you can reach out to us to see if we have a place for your child later that day. Please contact the service directly to check vacancies if you need a casual booking.

## Cancellations

We understand that plans can change at the last minute. If our child can't attend a session they are booked into, here is how we can help:

- Notify us early – Ask for a refund, or to transfer the booking to another session
- Notify us within 24hrs – No refund, sorry! But we can transfer the booking to another session
- No attendance with no notice – No refund, sorry! Feel free to contact us and under special circumstances we can transfer the booking to another session

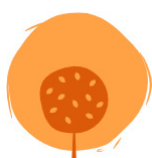
## Child Care Subsidy (CCS)

If you plan to claim for the CCS, register with [my.gov.au](http://my.gov.au) to claim for each child. Or you can contact Centrelink Mon-Fri from 8am-8pm on 136 150.

# Plans For The Holidays?

## Ask Us About School Holiday Care

We understand how challenging it can be for working parents to find a safe and engaging environment for their children to immerse themselves in during the school holidays. Our holiday care programs are filled with a huge variety of activities with a holiday vibe that children choose to do. At the end of the day, they will return to you excited to share their fun and colourful experiences.



p 0434 114 557 e [director@buildingblocksoshc.com.au](mailto:director@buildingblocksoshc.com.au)  
<http://buildingblocksoshc.com.au>

