



PERTH COLLEGE OUTSIDE SCHOOL HOURS CARE 2019
Before School Care Kindergarten – Year 6
After School Care Kindergarten – Year 3
Vacation Care Kindergarten – Year 6

Perth College provides Outside School Hours Care for all students from Kindergarten to Year 6 every morning from 6.45 am to 8.20 am, and for all students from Kindergarten to Year 3 every afternoon from the finish of school until 6.00 pm. Breakfast is provided in Before School Care, plus time to participate in activities and complete any homework. Afternoon tea is provided by 3.45 pm at After School Care, and time to just relax after a busy day at school. Activities and homework supervision are also provided.

Vacation Care is also provided on holidays and Pupil Free Days, but not on Public Holidays for all students from Kindergarten to Year 6. Pupil Free Days and Vacation Care should be booked under Vacation Care sessions.

Students from Years 4 to Year 6 can attend Homework Club which operates in the Junior School at a cost of \$25.00 per session after school.

Should you wish your child to use Outside School Hours Care in 2019, please ensure that you have an account with HubHello. Perth College uses the HubHello online enrolment and booking system for Outside School Hours Care (OSHC).

The Perth College Outside School Hours Care Centre is also registered for Child Care Subsidy (please contact Family Assistance Office), and these details can be put into your HubHello account to ensure that it is utilised.

The details for how to create an HubHello account are outlined in the following letter about Enrolment and Booking System for Outside School Hours Care. All families must be enrolled and booked before the start of Term One 2019 to be able to use the OSHC service.

Please also ensure that you have completed the attached Parents/Guardian Agreement form, Photo Consent Form, Complying Written Agreement form (generated upon request after a HubHello enrolment is completed) and any relevant medical plans and immunisation records are provided (i.e Anaphylaxis or Asthma plans). Return the forms to Junior School Reception or to the Outside School Hours Care Centre. Outside School Hours Care positions are determined on a "first in" basis, as numbers are limited.

1.	Permanent Daily Booking Before School Care	5 days a week 6.45 am – Start of School	\$20.00 per session \$100.00 per week
2.	Daily Booking Before School Care	Days specified (e.g. M W F) 6.45 am – Start of School	\$22.00 per session
3.	Casual Booking Before School Care	Less than 24 hours' notice	\$22.00 per session
4.	Permanent Daily Booking After School Care	5 days a week Finish of School – 6.00 pm	\$25.00 per session \$125.00 per week
5.	Daily Booking After School Care	Days specified (e.g. M W F) Finish of School – 6.00 pm	\$28.00 per session



6.	Casual Booking After School Care	Less than 24 hours' notice	\$28.00 per session
7.	Permanent Daily Booking for both Before School and After School Care	5 days a week	\$40.00 per day \$200.00 per week
8.	Vacation Care Holidays Plus cost of any excursions	(Dec/Jan/Apr/July/Oct)	\$75.00 per day
9.	Casual Booking Vacation Care Holidays Plus cost of any excursions	(Dec/Jan/Apr/July/Oct)	\$85.00 per day
10.	Permanent Daily Booking Vacation Care Holidays Plus cost of any excursions	(Dec/Jan/Apr/July/Oct)	\$350.00 per week
11.	Pupil Free Days	Dates specified	\$75.00 per day
12.	Late fee	After 6.00pm After School Care and Vacation Care	\$1.00 per minute

If you make a booking and do not attend you will still be charged for that session, unless your child is absent from school due to illness. Please ensure that the Supervisor is notified if a cancelled session is due to illness as soon as possible, and please provide a medical certificate to ensure the fee is waived. Should you wish to change your booking, 24 hours' notice is required and will only be possible if places are available.

Children who are not picked up from school by 3.30 pm, or are not picked at the end of an After School Club or Homework Club at 4.30 pm on Fridays will be delivered to the Outside School Hours Care Centre by duty teachers or club teachers. A casual booking fee may be applied at the discretion of the Supervisor, and this may be regardless of the duration of their care in Outside School Hours Care.

For further information on our cancellation policy, please refer to our enrolment and booking letter included. Payments for sessions attended will be automatically direct debited from your nominated account through iPay every Friday. Signing up for iPay is compulsory for enrolment, if iPay is not utilised upon enrolment, enrolment application for services will not be accepted. Please also ensure that your nominated bank account details are up to date at all times. Any overdue payments up to seven days will result in a discontinuation of services offered until payments are settled.

Should you have any queries about Outside School Hours Care please telephone 9471 2210.

Yours sincerely

Jenny Dougan
Head of Junior School