



## Woodend Primary School Information Brochure 2021

### What is OSHC?

Outside School Hours Care (OSHC) is supervised care and recreation for school-age children.

#### Hours for our OSHC services are:

Before school      6.30am - 8.45 am  
After school        3.30 pm - 6.30 pm  
Holiday Care        6.30 am - 6.30pm

### What Do We Offer?

Structured and unstructured activities that are on offer during every session include arts, crafts, sports, games, a quiet homework area. Activities are catered to children's interests. So, you can be assured you will get fun and age appropriate activities that suits your child's needs. Breakfast and afternoon tea is also provided during care.

### Staffing

Our Staff are either teachers, diploma qualified or actively working towards appropriate qualifications. All staff are police checked, have current Working with Children's checks, First Aid qualifications, Anaphylaxis Management training and Emergency Asthma Management training that have been approved by Australian Children's Education & Care Quality Authority.

### Bookings

All permanent bookings will roll over Term to Term. Parents will need to give two weeks' notice in writing to cancel care and an exit form will need to be completed. Casual bookings will be available based on individual needs and service availability. Enrolment forms need to be completed online, with new up to date Action Plans uploaded yearly.

### Homework

A quiet area is available for students wishing to complete homework and readers, however Bug-A-Lugs OSHC will not be responsible for homework being done or completed.



### Cost

Before School Care - \$24.00 per session  
After School Care - \$36 per session  
School Holiday Care - \$90 per day  
(full fees before childcare rebates)

### Child Care Subsidy

Login to myGov to complete your online Child Care Subsidy – activity test. You can estimate your new Child Care Subsidy at under Child Care Subsidy.

Find out more information at Family Assistance Office on 136150 (8.00am-8.00pm)  
<https://www.education.gov.au>

### Payments

\$20 Administration fee applies per family, per centre, per year upon enrolment. Invoices are billed fortnightly. Payment options is Direct Debt only. The amount will be Direct Debited from your nominated account 7 days from the date of the invoice. Invoices are sent electronically to your nominated email address.

### When will OSHC Commence?

Holiday Care will commence Monday 4<sup>th</sup> of January 2021 in Kyneton and yes if you have a new prep, they can join us! Term bookings will start from 28th January. We also provide care on the prep rest days if we have enough interest for your convenience.

### Holiday Care

Bug-A-Lugs provides care during school holidays and pupil free days (depending on demand). Holiday care will include incursions and excursions. Details will be available at your school and will be on the Bug-A-Lugs website four weeks before commencement. January 2021 we will not be providing any excursions.

### Term Dates for 2021

Term 1 ..... 28/01/2021 - 01/04/2021  
Term 2 ..... 19/04/2021 - 25/06/2021  
Term 3 ..... 12/07/2021 - 17/09/2021  
Term 4 ..... 04/10/2021 - 17/12/2021

## Public Holidays for 2021

New Year's Day.....Friday 1<sup>st</sup> January  
Australia Day.....Tuesday 26<sup>th</sup> January  
Labour Day .....Monday 8<sup>th</sup> March  
Good Friday.....Friday 2<sup>nd</sup> April  
Easter Monday.....Monday 5<sup>th</sup> April  
Anzac Day.....Monday 26<sup>th</sup> April  
Queen's Birthday.....Monday 14<sup>th</sup> June  
AFL Grand Final .....TBA  
Kyneton Cup.....Tuesday 2nd November  
Christmas Day.....Saturday 25<sup>th</sup> December  
Boxing Day.....Tuesday 28th December

## Transporting Children

At times children might have the option to travel via our minibus to Bug-A-Lugs Indoor Play Centre in Kyneton for a pupil free day. This can only happen if the yearly bus transportation form is completed.

## National Quality Ratings

Our assessment in Woodend, is rated Meeting NQS and we are excited to undergo a new assessment in the near future for Woodend.

For that extra piece of mind, The National Quality Standard sets a benchmark for the quality of all education and care services across Australia. Services are rated by their regulatory authority against the seven areas of the NQS to determine the level of quality being provided.

The process reflects a uniform approach to assessment and reporting across the range of service settings. Ratings promote transparency and accountability and help parents assess the quality of education and care of services available. Every service receives a rating for each quality area and an overall rating. There are four rating levels within the national quality rating and assessment process:

- Exceeding National Quality Standard
- Meeting National Quality Standard
- Working towards National Quality Standard
- Significant Improvement Required

More information can be found at [www.childcarefinder.gov.au](http://www.childcarefinder.gov.au)

## Priority of Access

Enrolments are accepted in line with the Commonwealth Government priority of access guidelines. Please visit [www.education.gov.au](http://www.education.gov.au) for more information.

## How Do I Enrol?

Bug-A-Lugs uses a fantastic online booking and waitlist management program called QK Enrol, which most importantly gives you access to make bookings and complete an online enrolment form for your child, all within a parent portal called My Family Lounge.

Please visit our website [www.bug-a-lugs.com.au](http://www.bug-a-lugs.com.au) and click on Register for care to access the My Family Lounge portal.

Once you have an account with us, we will be sending you a welcome email with your My Family Lounge parent portal log in details. Then you will be able to log in and request bookings for your child at your convenience.

## Prep free Wednesdays

The first four Wednesdays of Term 1, Primary School Prep students are not required to attend school.

We are seeking expression of interest from Prep families, for 2021, to see who needs care during this time.

Preps can get dropped off at 3 Hoyle crt, Kyneton any time between 6.30am-6.30pm.

Full Childcare rebates will apply for eligible families for care on this day.

Please click on the link and fill out the expression of interest form.

<http://www.bug-a-lugs.com.au/downloads-forms.html>

## Useful Websites

**Asthma Action Plan**

[www.asthmaaustralia.org.au](http://www.asthmaaustralia.org.au)

**Anaphylaxis Action Plan**

[www.allergy.org.au](http://www.allergy.org.au)

**ACECQA**

[www.acecqa.gov.au](http://www.acecqa.gov.au)

**MyGov**

<https://my.gov.au>

**Department of Human Services**

[www.humanservices.gov.au](http://www.humanservices.gov.au)

More information on ratings can be found at

[www.childcarefinder.gov.au](http://www.childcarefinder.gov.au)

## Where is Bug - A - Lugs?

Kyneton - 3 Hoyle Court, Kyneton Vic 3444

Ph: 5422 2767 [info@bug-a-lugs.com.au](mailto:info@bug-a-lugs.com.au)

[www.bug-a-lugs.com.au](http://www.bug-a-lugs.com.au)