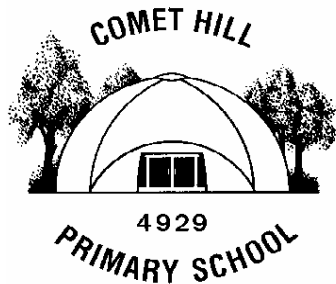


*Out of Hours School Care
At
Comet Hill Primary School*



*At Comet Hill we...
Care more than others think wise,
Risk more than others think safe,
Dream more than others think practical and
Expect more than others think possible.*

Hours of Operation

The After School Care Program at Comet Hill Primary School operates every day during the school term 3.00pm – 5.55pm, except Curriculum days and Public Holidays. Phone Robyn at Comet Hill on 5443 2501.

Early Dismissal

On the last day of each term the hours of operation will be extended to coincide with the earlier dismissal of students.

The Program

Staff plan a varied program based on the age and interests of the children in care. We try to offer a stimulating program with a number of different activities each day. We respect each child's right to join in with the activities if they choose. We are here as a service because we want the children to have fun and enjoy their time at the program. The program is available for your perusal and input, we welcome positive suggestions which you may discuss with the supervisor.

Picking up children

If a child is to be picked up by someone other than the parent or guardian or is to walk or ride home, then we require written permission from the parent. This is most important for your child's safety.

A late fee will be charged after 6.00pm.

You will be charged \$1.00 per minute after 6.00pm because we have to pay overtime to our employees after that time. Also they need to go and pick up children themselves.

Enrolment of children

You will be required to complete an enrolment form. Please take your time with this and include all relevant information

so that we are able to offer the best care we can for your child. This must be done before your child attends After School Care.

Where a child has previously been booked into the program but their attendance on a particular day is no longer required, the parent shall provide the school office with this information by 2.30pm otherwise a fee for the session may have to be charged.

If your child attends the program on a casual basis please ring the school before 2.30pm on that day to book in for a session. If numbers exceed 15 we need to employ an extra carer.

A one off booking fee of \$2.50 will be charged with your child's first enrolment.

Fees

Fees will be invoiced weekly and payment will be made at the school office the following week.

Non payment of fees will result in suspension from the program once the total owing exceeds \$50.00. The suspension will only be lifted when arrears are paid.

Childcare Rebate

A rebate is available to most families. Please direct your inquiries to Centrelink. This must be done before your child attends After School Care.

Fees per session \$9.00 per child for those with NO REBATE.

Please pay all fees due by the last day of each term.

Refreshments

Afternoon tea is essential for children at this time of the day. As we are keeping our fees at a minimum, it is important that you sent along a snack or extra fruit for that time of the day. We have refrigerated water but fruit juices will need to come from home.

Additional Information

We rely heavily on our communication channels between staff and parents.

Please make sure you know what is happening at all times and feel comfortable in asking questions.