



## HILLS OUTSIDE SCHOOL CARE ASSOCIATION INCORPORATED

### CONTACT DETAILS AND LOCATION

PH : (08) 9299 8687

D MOBILE:0417 978 806

SH MOBILE:0477 585 424

E: [hosca@bigpond.com](mailto:hosca@bigpond.com)

W: [www.hosca.com.au](http://www.hosca.com.au)

545 Glen Rd, Darlington

200 Coolgardie St, Mundaring

PO BOX 89, Glen Forrest, WA 6071

### HOURS OF OPERATION, FEES AND SCHOOLS

Before School Care 6.45am - 8.45am \$20

After School Care 3.00pm - 6.00pm \$28

Thursday Early Close 2:30pm - 6:00pm

(Sawyers Valley & Parkerville Primary)

Vacation Care & Pupil Free Day's 7.00am - 6.00pm \$66

### Fees are to be paid 2 weeks in advance

We are available to pick up from after school options, from Helena College Junior, Darlington and Sacred Heart

Our Darlington Centre services:

Glen Forrest Community Kindy

Glen Forrest Primary

Helena College Senior

Helena College Junior

Darlington Primary

Montessori Treetops School

Our Sacred Heart Centre services:

Sacred Heart School

Parkerville Primary

Mundaring Primary

Mundaring Christian College

Sawyers Valley Primary

Chidlow Primary

### OUR CENTRES

At our DARLINGTON centre your children will have the benefit of a gorgeous natural Hills environment, complete with bushland and a creek that we visit and help care for. Our outdoor environment lends itself to imaginary play and discovering the world around us. We grow many plants, learning about bush tucker and cooking. We have games, crafts, dress ups, a reading corner, and LOTS of Lego. We value the relationships we build and nurture, ensuring a comfortable environment for your children.

At our MUNDARING centre we are fortunate to partner with the Sacred Heart School and make use of their fantastic environment. This includes a nature play space, playgrounds, oval and basketball courts to challenge children. A large undercover space ensures activities can continue in all weather conditions. This is connected to a fully equipped canteen that caters for cooking experiences and has room for us all to sit together to eat. Quality indoor activities and resources are also offered to children to ensure a variety of options to choose from.

### COMMITTEE AND EDUCATORS

**Our committee** is made up of amazing people, just like yourselves, that care for their community and want to see HOSCA thrive for the sake of their children and yours, ensuring the longevity of our association. These people volunteer their time to meet approximately every 6 weeks to keep HOSCA viable. We hold an AGM yearly and encourage you to consider joining this great team of people.

**Our educators** are passionate and caring and between us all we have various strengths and skills that we love to share with your children. We are qualified, knowledgeable and inspired and proud of the continuity of our educators. Our educators work hard to bring children, families and the community together by building strong, trusting relationships, founded through meaningful collaboration.

## ENROLLING

Contact us if you would like to enrol and/or visit the service before your child/ren attend to familiarise them with the environment and educators. This can make starting with us a bit easier.

Your child/ren's school day with us will consist of being dropped off in the morning and/or picked up after school by an educator in one of our vehicles. HOSCA vehicles are fitted with seat belts and have yearly inspections through DOT to ensure they are safe and fully functional.

Breakfast can be provided and afternoon tea is provided (we cater to any allergy or dietary requirements). We plan experiences and extend on children's play, supporting your child/ren to grow and develop.

## BOOKINGS

Bookings can be made permanently (eg: Mon - Fri afternoons, Mon, Tues mornings and afternoons, etc) or casually (eg: booking your rostered days for a month, calling or emailing your required dates when you know them etc). To ensure we keep correct Educator:Child ratio of 1:10, please give as much notice as possible with casual bookings.

## CANCELLATIONS

Change of days to a permanent booking require a 2-week notice period. If your child is sick or doesn't attend a booked session the child will be absented, and you will still be charged for the booking.

Changes made to a casual booking with less than 24 hours notice will still incur a fee.

Changes to a vacation care booking will only be cancelled when the place can be filled by another booking or if a Doctors Certificate is provided.

## CHILD CARE SUBSIDY

HOSCA is approved under the Australian Government to subsidise your child care fees. The Child Care Subsidy (CCS) is a payment made by the Australian Government to help families with the cost of quality child care and early education. This is paid directly to the service to reduce your weekly fees.

To claim for Child Care Subsidy, families must register through Centrelink and provide HOSCA with CRN's and confirm enrolment through their MYGOV portal. Once enrolled and confirmed, children must attend the first and last booked days. If marked absent CCS will not be covered on these days. Once CCS is confirmed this will reduce your gap to pay with the Centre.

## PROGRAM

Our services are guided by the National Quality Standards and the My Time Our Place Framework. HOSCA's program is created by children, educators and families. This is done through weekly children and educator meetings and our valued family input. We include world events and celebrations, interests of the children and current trends. We also include protective behaviours activities and conversations to help create awareness and safety for all children. Children have the opportunity to complete their homework with the assistance of educators during their time at HOSCA.

We use a Program Journal to document what happens during the day with pictures and observations and to take note of the weekly meeting. Children will also be provided with a scrap book where we document their time at HOSCA which is theirs to keep when they leave.

Families are encouraged to attend our termly planning meetings as we welcome your involvement in the growth of our centre. As advocates for your children your help with our planning cycle is invaluable.

HOSCA is proud to be registered as a SunSmart Centre

**"A SunSmart school has a sun protection policy and practices in place that aim to reduce over-exposure to UV".**

HOSCA facilitate's emergency evacuation drills which all children attending will have the opportunity participate in so they are aware of the procedure.

Our Darlington centre is licensed for 45 places and our Mundaring (Sacred Heart) centre is licensed for 50 places.

