



## **Out of School Hours Care Policy Chilwell Primary School.**

### 1.0 PHILOSOPHICAL BASIS

The school community greatly appreciates and values the provision of an Out of School Care program which is administered through the School Council.

The Chilwell Primary School Out of Hours School Care Program will ensure that all children who are in care experience a caring, safe, enjoyable and hygienic environment that meets the needs and expectations of the parents and children.

### 2.0 LEGISLATIVE REQUIREMENTS

2.1 In addition to federal, state and local government legislation, Chilwell Primary School Out of School Hours Care Program will adhere to the following relevant legislation:

- Education and Care Services National Law Act 2010.
- Education and Care Services National Regulations.
- The National Quality Framework.
- Australia's ratification of The United Nations Declaration of the Rights of the Child, 1959, and the United Nations Convention on The Rights of the Child, September 1990.

### 3.0 GUIDELINES

- 3.1 Enable families with dependent children to participate in the workforce and to actively seek employment.
- 3.2 Develop and enhance children's self-esteem.
- 3.3 Provide occasional care and respite to families who require those services.
- 3.4 Allow children to experience a program that develops values and respects their individuality as well as showing recognition and acceptance of individual differences.
- 3.5 Encourage positive interaction between educators and children.
- 3.6 Ensure constant awareness and adaptation of programs and procedures, recognizing the special needs and talents of all children.
- 3.6 Provide an environment that is respectful and sensitive to all children's social, emotional, recreational and creative needs.
- 3.7 Welcome parents' suggestions in relation to aspects of the program.
- 3.8 Encourage positive relationships between staff, children and parents.
- 3.9 Allow parents the opportunity to discuss with staff issues pertinent to the program.
- 3.10 Operate in accordance with the Chilwell Primary School OH&S Policy.

### 4.0 Implementation

- 4.1 The program will be coordinated by a locally selected person holding relevant qualifications.
- 4.2 The program will operate at Chilwell Primary school in the Multi Purpose Room.
- 4.3 Hours of operation will be Before School: 7.00- 8. 45 Am., and after school 3.30-6.00 pm.
- 4.4 The program is run as a sub committee of School Council. A termly meeting with OOSHC coordinator, Principal, S.C. reps and any community member will oversee the program. A report will be tabled at School Council meetings.
- 4.5 Accounts will be maintained with a positive balance at all times.
- 4.6 Staffing Levels. Ratios 1:15 children. All assistants guaranteed 2 hours work

### 5.0 Evaluation

- 5.1 Termly meeting.
- 5.2 Budget reports
- 5.3 Survey of parents will be conducted each year.