St. Kevin’s OSHC - Geebung

Address: 249 Newman Road
          Geebung, QLD 4034
Phone: (07) 3865 3952
Email: geebungoshc@bne.centacare.net.au

STAFF

Coordinator  Craig Dainty

HOURS OF OPERATION

Before School Care  6:30am - 9:00am Monday to Friday
After School Care   3:00pm - 6:00pm Monday to Friday
Vacation Care      7:00am - 6:00pm Monday to Friday

The service will be closed on all Public Holidays.
The service will be closed for a period over the Christmas/New Year holidays. Please see Coordinator/Director for closure dates.

SCHOOL/PARISH DETAILS

School: St. Kevin’s Geebung
Principal: Melissa Spiteri
School Phone: (07) 3265 6511
Parish: St. Kevin’s Catholic Parish
Parish Priest: Fr Robert Doohan
Parish Phone: (07) 3265 6523

MANAGEMENT

Centacare Child Care Services  Phone: (07) 3367 6300
PO Box 794  Email: childcare@bne.centacare.net.au
Paddington Qld 4064

AREA SUPERVISOR

Name: Julie Miles
Phone: (07) 3367 6300
Mobile: 0458 558 846
Email: julie.miles@bne.centacare.net.au

OFFICE OF EARLY CHILDHOOD EDUCATION AND CARE — PHONE 13QGOV (13 74 68)
St. Kevin's OSHC - Geebung

**ENROLMENT FEES**

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Enrolment Fee</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$25</td>
<td>Per family per year</td>
</tr>
</tbody>
</table>

**SERVICE PROGRAM**

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Daily Fee</th>
<th>Casual Fee</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before School Care</td>
<td>$14</td>
<td>$19</td>
<td>Per child per session</td>
</tr>
<tr>
<td>After School Care</td>
<td>$20</td>
<td>$25</td>
<td>Per child per session</td>
</tr>
<tr>
<td>Vacation Care &amp; Pupil Free Days</td>
<td>$41</td>
<td>$46</td>
<td>Per child per session</td>
</tr>
<tr>
<td>Last Day of School</td>
<td>$35</td>
<td></td>
<td>Per child per session</td>
</tr>
</tbody>
</table>

**LATE COLLECTION FEE**

Late Collection Fee: $25 for every 15 minutes or part thereof per family per occurrence after 6:00pm

**ADDITIONAL FEES**

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Amount</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Late Payment Fee</td>
<td>$5</td>
<td>Per occurrence</td>
</tr>
<tr>
<td>Non Communication Fee</td>
<td>$2</td>
<td>Per occurrence</td>
</tr>
</tbody>
</table>

Fees are reviewed annually and may be increased each year. Fees are set in consultation with the Coordinator in conjunction with the Area Supervisor, and Centacare Child Care Services. Quality care for children, affordability for families and financial viability of the service are the key elements in determining fees.

Information about the Australian Government’s Child Care Benefit payments for eligible families is available at: www.familyassist.gov.au/payments/family-assistance-payments

**PAYMENT OPTIONS**

This is a not for profit, self-funded service. We rely on the prompt payment of fees to maintain effective and efficient operations. Our only regular operating income comes directly from Child Care Benefit and Parent Fees.

Statements including bookings in advance are estimates only and based on the information provided to us by DETE. Please ensure your account remains up to date.

**THIS SERVICE WILL ACCEPT PAYMENT BY:**

- Direct Deposit: BSB 064 786
  Account No: 238 18 1800
  (Please use family name as reference)
- Direct Debit (Forms available from service)
- EFTPOS - Debit & Credit
- Cash, Cheque or Money Order

IN ADDITION:

- All fees are to be paid in advance, at least weekly.

- Failure to pay child care fees at least fortnightly may result in suspension of enrolment until fees are paid in full.

- Failure to pay fees incurred within the prescribed timeframe may result in withdrawal of care places until fees are paid in full or payment plan arrangements made. Failure to adhere to agreement may result in account referral to a debt collection agency, cost of which will be added to accounts.

- All payments received will be receipted as per Fees Policy.

- If experiencing financial hardship Payment Plans are available. Please speak with the Coordinator for further information.
This service is approved under the Education and Care Services National Law Act 2010 and must comply with the Education and Care Services National Regulations 2011, including for example, with requirements about activities, experiences and programs, numbers of staff members and children and staff members’ qualifications.

The Office for Early Childhood Education and Care information service about child care may be reached on 137 468 (13QGOV) between 8.30 am 5.00 pm Monday to Friday.

CURRENT STAFF DETAILS ARE AS FOLLOWS:

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>QUALIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Craig Daintry</td>
<td>Coordinator</td>
<td>Diploma of Children's Services</td>
</tr>
<tr>
<td>Sharon Skelton</td>
<td>Children's Services Employee</td>
<td>Diploma of Children's Services</td>
</tr>
<tr>
<td>Amy Gampe</td>
<td>Children's Services Employee</td>
<td>Bachelor of Education (Primary)</td>
</tr>
<tr>
<td>Loren Ballantyne</td>
<td>Children's Services Employee</td>
<td>Bach. of Ed. (Early Childhood)</td>
</tr>
<tr>
<td>Sarah Bond</td>
<td>Children's Services Employee</td>
<td>Bachelor of Education (Secondary)</td>
</tr>
<tr>
<td>Saera Stephan</td>
<td>Children's Services Employee</td>
<td>Certificate III (Children's Services)</td>
</tr>
<tr>
<td>Luke Douglas</td>
<td>Children's Services Employee</td>
<td>Certificate III (Children's Services)</td>
</tr>
</tbody>
</table>

Updated details on staff, programs, etc. may be found on the notice board at the sign in/out table.

You are also entitled to request the following information:

• A general description of the activities and experiences given by the service
• The service philosophy about learning and child development outcomes and how it is intended the outcomes will be achieved
• The goals about knowledge and skills to be developed through the activities and experiences.
To ensure the children are kept safe and free from the hazards associated with car parks, please ensure you park in the designated parking area when picking up and dropping off your child.

The designated parking area is:
INSERT SERVICE NAME

Australia’s On-line Child Care Portal
www.mychild.gov.au

Office for Early Childhood Education and Care

Department of Human Services (Family Assistance Office)

Staying Healthy in Child Care Publication

Exclusions for Infectious Diseases

SIDS & KIDS Queensland
www.sidsandkids.org

Kid Safe Queensland
www.kidsafeqld.com.au

Immunisation Clinics Location Information Sheet

Centacare Brisbane
www.centacarebrisbane.net.au
Centacare Family & Relationship Services (Check the website for a service near you)

Early Childhood Connections website
www.rch.org.au/ecconnections/directory

Australian Children’s Education And Care Qualify Authority
www.acecqa.gov.au