

School Holiday Important Information



Child Care Subsidy & Fees

Child Care Subsidy

Did you know you could pay as little as \$13.50 per session. Please note that subsidised hours are calculated and allocated by Centrelink on a fortnightly bases. Check Centrelink for eligibility.

Fees

Fees are charged two weeks in advance. You will be emailed an account statement before the direct debit is processed. This statement will show:

- The payments that will be direct debited for permanent bookings plus any casual bookings for the next two week period
- An estimation of the subsidies you may be entitled to

The amount you need to pay appears at the top-right hand side of the statement.

Excursions

- Please arrive and sign in by **8:30am**. If you have not arrived by the bus departure time, you may need to drop your child(ren) at the excursion venue.
- Please check with your program coordinator for the expected return time for pick-up. Excursions usually return after **3:00pm**.

Child safety

Child safety is always at the forefront of everything we do. When attending excursions, we take extra precautions to ensure all children are safe and well supervised.

If you have any questions, please speak to your program coordinator.

What to bring

- ✓ Hat & sunscreen
- ✓ Healthy morning tea and lunch + labelled water bottle
- ✓ Closed toe shoes
- ✓ Suitable clothing

For more information, please speak with your program coordinator or visit the service website for details. Some activities may require specific items such as a change of clothes or a towel.

What not to bring

- ✗ Nuts / allergens
- ✗ Personal items e.g., toys, electronic devices, cameras and other valuables including but not limited to smart watches, iPads, phones, laptop

If a device or personal item is required, approval must be granted prior. If brought to the program, The Y does not accept responsibility for any loss, damage or theft.

What we provide

- ✓ Breakfast and afternoon tea snack
- ✓ Water refills
- ✓ Sunscreen refill
- ✓ Endless fun

Medical Management Plan & Medication

All children who have been diagnosed with a medical condition will need to provide:

- ✓ A completed medical management plan and photo, both printed in colour
- ✓ Necessary medication in original packaging

Please note it is a legal requirement under the Education & Care National Regulations and the Terms and Conditions booking that these are provided.

In the interests of child safety, care may be refused on the day should the appropriate documentation or medication not be supplied.

Changes to your booking

Changes to your booking can be made up to 7 days prior to the date of care.

You can update your booking anytime by logging into your account, or by calling us on (03) 8371 0500 between 9am - 5pm, Monday to Friday.

Unexpected changes to activities

In the unlikely event that an activity is unable to run, an alternate activity will be provided.

Activities and times are subject to change due to unforeseen circumstances.

If an alternative cannot be sourced, your account will be credited to reflect this.