# TOORAK PRIMARY SCHOOL

**Canterbury Road, Toorak Vic 3142**

# Out of School Hours Care Policy

## Rationale

A significant percentage of our students come from families in which parents and carers work. The demand for out of school hours care and supervision is recognised by School Council, and provided for by our 'Out of Hours Care' program.

## Purpose

- To offer age-appropriate care before and after school, on curriculum (student free) days and during school vacations (when student numbers permit).
- To offer a safe, inviting and well-equipped environment where children are well supervised and cared for and they can relax and enjoy themselves.
- To offer a range of recreational, creative and inclusive educational activities and to support development of social skills for example, interacting with various age groups.
- To develop and promote a range of activities that meet the children's needs including a quiet area for homework and rest.
- To inform the school community that the Out of School Hours care program is managed by an external agency, and is required to meet standard required by the *Education and Care Services National Law Act 2010, Education and Care Services National Regulations 2011* and the *National Quality Standards.* (2011).
- All concerns relating to the program will be directed to the program manager. If unresolved, the matter will be dealt with by the agency management, and then, if appropriate escalated to the Principal or School Council respectively.
- School Council approves the appointment of the Out of School Hours care agency. Currently, the agency is OSHClub Pty Ltd.
- Before school care will be offered from 7:00am – 8:45am on school days. After school care will be available from 3:30pm – 6:00pm on school days. Out of School Hours care will also be offered from 7:30am – 6:00pm on designated School Council approved curriculum days.

## Review

This policy will be reviewed on an annual basis.

This policy was last ratified by School Council in ~~October~~ September 2017.