



## Welcome back to Term 3

### **July Vacation Care**

After a great vacation care we are happy to see all of your friendly faces again. We had some new excursions for our July Holiday Program. The children got to run a ninja obstacle course operated by two Ninja Warrior Australia competitors Michael and Gemma. We also visited Warnies Cafe for the first time and enjoyed massive crazy shakes and fruit platters. Our two biggest excursions were Laser Blast and Timezone. It is very important to organise your vacation care bookings as early as possible to avoid disappointment. Vacation Care days must be paid prior to attendance, if you have submitted your booking form but haven't paid for your care you are not guaranteed a spot if you turn up on the day.

### **Non-Notification Fee**

Please make sure that you notify staff when your child will not be at After School Care as we are calling approx 5 families per day and this is making our afternoon run quite slow and the children have to wait around while the missing children are located. You will be charged the non-notification fee if you have to be contacted.

### **Operating Hours**

Just a friendly reminder that the centre opens at 6.30am and closes at 6.30pm daily. In the school holidays we open at 7am instead of 6:30am. We are not licenced or insured before and after these hours.

### **Afternoon Snack Ideas**

If you have any suggestions for our afternoon snack we would love to hear about them, we love incorporating the children's suggestions and ideas into our weekly menu. Please see our Suggestion Box near our Sign in an out area. We will be uploading our menus each week to Appessment for you to review and give feedback.

### **Appessment**

This app provides families the opportunity to be a part of their child's learning by viewing their documented development. Families are able to like and comment on our documentation, provide feedback through the forms we send out and are provided with notices relating to the care of your child/ren or upcoming parenting courses. (N.Q.F 6.1.2) We have noticed a large number of families who have not accepted our invites to access their child's account. Over the next two weeks we will be resending this invitation which is linked to your email address. Please advise our staff if you are having any issues with your invitation.

## Child Protection (NQF Area 2)

National Child Protection Week is a wonderful opportunity for everyone in the community to think about how we can work together to keep all children safe. Importantly, we want to remind everyone that:

- We ALL have a part to play in protecting ALL children
- Even small actions can help to improve a child's future
- By building stronger communities, we are creating safer environments for our children

### How can I start playing my part to protect children today (and every day!)?

- Be a good role model for children
- Be kind to children, parents (and yourself!)
- Take the time to really listen to children and believe them if they tell you something
- Learn about what help services are available so you can support others if they need help
- Don't judge other parents and families; remember that we're all trying our best
- Look out for all children, not just your own
- Be a friendly, helpful member of your local community
- Don't be afraid to ask for help or to ask someone if they need help
- Check out our [Tip Sheets](#) for more ideas about how to play your part

***“Don't wait until a child has been abused or neglected before you do something. We need to work together as a community to STOP this from happening in the first place.”***

### Labelling Clothing

The children aren't always the best at keeping track of jumpers, hats and other belongings. Especially when they are so busy at play. When the educators find lost property at the service we try to track down the owner if they are still signed into the service. For those who have left for the day, we put your lost items in the schools designated lost property shelves.

To make this task easier please label your child's belongings (hats, jumpers, drink bottles). That way we can help reunite these items with their owner.

### October Vacation Care

We are looking at ideas for the next school holidays so please let staff know if your child has an interest in an activity and we can try to incorporate it in the program.

### Programming

Remember if there is something happening at home or at school that you think your child would like to share and incorporate into the service please let us know as other children may also get a lot out of the experience.

### Donations

We are always on the lookout for donations of any unwanted toys, games, dress ups if you have any of these which you no longer have use for we could put them to good use. Scrap paper is always something we can't get enough of, the children just love to be creative with drawing and cutting and we would love to repurpose any office paper that would otherwise be shredded or thrown in the bin.

### Signing In and Out of the Service

All children must be signed in on the roll at entry to the Centre every time they arrive and must be signed out of the Centre as they leave each day.

This is a Department of Education & Community requirement as well as necessary for the safety of all children in the event of an emergency evacuation drill or in the event of a necessary evacuation.

## Child Care Subsidy (NQF Area 6 and 7)

### Cessation of Care

A child cannot start or end care on an absence under the centrelink guidelines. If this occurs the service will need to apply Cessation of care which means that the family will be charged the full rate of fee for that session or any consecutive sessions relating to the start or end date of the child's booking.

### Absences

Families will continue to be entitled to 42 absence days per child, per financial year. Under the Child Care Subsidy, when a child does not attend care on a day they are scheduled to attend, providers are able to claim an absence for the child up to 42 times in a financial year, so long as on the day the absence is claimed, Child Care Subsidy would have been claimed. In shared care arrangements, the allocation of 42 absences per financial year relates to the child, not each individual parent/guardian. Once the 42 absences have been utilised in some cases allowable absences may be approved by the Child Care subsidy, where these absences have been denied no subsidy will be paid.

### Confirming enrolments

All families are required under the new Centrelink reform to confirm their child's enrolment through the MYGOV website or Centrelink app. Services can only access eligibility once this has been confirmed, if families do not complete this step the service will charge each session at full fees until each child the care environment has been confirmed. Service will no longer be able to backdate attendances to retrieve the eligibility this is now reconciled between the Parent and Centrelink. Please follow the step below

1. Log into MYGOV
2. Click onto Centrelink Services
3. Click on the menu bar
4. Click on Childcare Subsidy
5. Click on enrolments

This should take you to another page where you can confirm your child is enrolled into our Service.

### Statements

As of the 2<sup>nd</sup> of July your Vacation Care account and Before and After School care accounts have been merged due to the new Centrelink guidelines. When you receive your statement it will have all your care in one for Before, After and Vacation Care. Please see the link below to assist you with understanding the new statements our services are required by the government to send you. The link will direct you to a family lounge page where you will be able to watch a 6 minute video outlining each section of the statements and what they mean. <http://www.myfamilylounge.com.au/statements>.

### Booking notices

If you have a permanent booking for your child our service requires a two week notice to cancel or change these details. If your child does not attend in the two week period the Cessation of Care will apply. If you have a casual booking the service requires 24hours notice to not charge a family the cessation of care can apply if this is the last day of care at the service. Please note that the service also requires notice by phone, email or text message if you would like to book your child into care or notify us that your child will be absent. Our Service is regulated under Department of Education and Care Services and we have Regulations and Laws to abide by around staff: children ratios. It is a serious offence if a service breaches their ratios at anytime and this is a notifiable offense. To organise staffing our service needs to know by 6pm for morning care and by 9am for After School Care. Our service does understand that from time to time families have emergencies and may need to contact us in a shorter timeframe; we will try our best to make arrangements at short notice but may not always be able to guarantee care.

## Domestic and Family Violence (NQF Area 2 & 6)

Lynne recently attended DV Alert training session which highlighted the importance of educating people about the issues of Domestic Violence.

- Domestic and family violence happens when one person in a relationship hurts another or makes them feel unsafe
- It can happen in any kind of relationship
- Abuse doesn't have to involve [physical violence](#), to be domestic or family violence

### **Who is affected by domestic and family violence?**

Domestic and family violence can happen to anyone — that is, a person from any country, religion, sexuality, gender, social background or culture.

It can also happen in any relationship, including with:

- Boyfriends, girlfriends, partners, husbands or wives -Ex-boyfriends, ex-girlfriends, ex-partners, ex-husbands or ex-wives -Carers or paid support workers -Parents, guardians or other family members
  - Adult children -Other people you live with or see often, whether inside or outside the home
- None of these people has the right to hurt you or make you live in fear.

### **What does domestic and family violence involve?**

Domestic and family violence can involve behaviour that:

- Is violent, which can, but does not have to be physical. Violent behaviour can include:
  - [Sexual violence](#) -[Physical violence](#) -[Psychological or emotional violence](#)- [Neglect](#) -[Stalking](#) -[Financial violence](#) -[Spiritual violence](#) -[Social violence](#) -[Legal violence](#) -[Reproductive violence](#)
- Causes fear
- Stops you from living as you want
- Forces you to behave in ways you don't want
- People who use this kind of violence are sometimes called 'perpetrators of violence'.

### **What forms can domestic and family violence take?**

It is never OK for someone in a relationship to:

- To hit, kick, and do other things that hurt your body
- Touch you in ways or places you don't want to be touched
- Force you to have sex or do sexual things
- Say and do things that make you feel scared or unsafe
- Take your money or use money to make your life hard
- Damage walls, parts of your home, or your things
- Tell you they will hurt you, your children, your pets, or people you care about
- Say they will hurt themselves if you try to leave
- Share private photos or videos of you online without your permission
- Stop you from following your religion or cultural practices
- Cut you off from friends or family
- Refuse to provide essential care and support for you if they are your parent, guardian, carer, or paid support person
- Make looking after a baby hard by not letting you feed or settle your baby
- Scare you by following you, harassing you, or refusing to leave you alone
- Stop you from having medicine you need or from seeing a doctor
- Give you medicine you don't need or more medicine than you need
- Use the legal system to bully or intimidate you
- Stop you from making decisions whether or not to have a baby, or other reproductive issues

These are only some things that domestic and family violence may involve. There are many others. If anyone is making you feel scared, worried or unsafe, it is OK to ask for help.

- If you or someone you know is experiencing domestic or family violence, you can contact 1800RESPECT on 1800 737 732 or through online chat

○ Source [www.1800respect.org.au/violence-and-abuse/domestic-and-family-violence/](http://www.1800respect.org.au/violence-and-abuse/domestic-and-family-violence/)