



Out of School Hours Care

1.0 Rationale

To support the parents of Cheltenham East Primary School by providing quality care for students before school and after school.

2.0 Goals

To provide a quality service which is safe, reliable, stimulating and enjoyable for the children who attend the program.

3.0 Implementation

The program operates through a sub-committee of the Cheltenham East Primary School Council. The Convener of the sub-committee is appointed by the School Council.

The School Council, in conjunction with the sub-committee, has appointed Camp Australia Pty Ltd (Camp Australia) the Out of Hours Care Co-ordinator.

Camp Australia responsibilities include payment of the staff wages and operating expenses.

A more detailed policy document outlining administrative arrangements, payment of fees, staffing and disciplinary procedures is available from the Out of Hours Care Co-ordinator (Camp Australia).

Details regarding Camp Australia can be found at the following website
www.campaustralia.com.au

The role of Out of Hours Care Co-ordinator is reviewed annually by the Principal and reported to School Council.

4.0 Resources

- Room, services and equipment
- Government funding

5.0 Evaluation

The Out of Hours Care Sub-Committee is required to:

- Liaise with the Out of Hours Care Co-ordinator
- Report to School Council on any matters requiring consideration by the School Council

6.0 End of Document