



## **Exploring Tree Macarthur Early Learning Centre**

### **BEFORE AND AFTER SCHOOL CARE**

- Commencing 30 April 2018 (Autumn Term), After School Care (ASC) at Macarthur will be operated by Exploring Tree Macarthur: Early Learning Centre, in the new state of the art facilities. In addition, parents will be able to access a new Before School Care (BSC) service. The new BSC and ASC services have greater capacity than the current School operated ASC service.
- The services will have slightly different costs with BSC being \$25 per day and ASC being \$35 per day regardless of the length of stay by the child. Both sets of fees will have various Government rebates applied to them (something as a School, Macarthur could not provide). Rebates are determined by family circumstance and therefore contact should be made with the Family Assistance Office (136 150) or Exploring Tree directly for more information.
- Both BSC and ASC will accept permanent daily enrolments as well as casual bookings as spaces are available.
- **Before School Care** will be open from 6.00am each school day. Breakfast will be provided between 6.30am and 7.30am. The children will be transported to the School play area in time for class by Exploring Tree staff.
- **After School Care** will commence immediately after school finishes. Afternoon tea will be provided shortly after the children arrive at ASC. Exploring Tree will close at 7.00pm each school day. Late fees apply for pickup after that time.
- Transition and Kindergarten children will be collected from their classrooms, while Year 1 to Year 6 children will meet at the Junior Canteen where Exploring Tree staff will mark a roll for the day. When all children are accounted for, they will walk together via the Year 1 verandah to the crossing on the eastern boundary road and enter Exploring Tree via the After School Care gate.
- As is current practice, children who are not picked up from the School pick up area by 3.00pm will be walked across to ASC by the School staff member on duty. Normal ASC fees will apply.
- If a parent is unexpectedly running late to collect their child from School and contacts the School, the child will be taken to ASC in the usual way and the usual fees will apply.
- Parents who contact the School during the day who are unable to pick their child up in the usual way will be transferred to Exploring Tree to make a casual booking at ASC. If parents contact Exploring Tree

directly it would be important to also contact the School so that a message can be forwarded to the child as appropriate. Usual ASC fees apply in both instances.

- Children who are involved in after school co-curricular activities will be escorted to ASC in the usual way and if the activity commences after ASC commences, the children will be picked up from ASC as is current practice. Usual ASC fees apply in both instances. Exploring Tree will provide afternoon tea regardless of the time children arrive at ASC.
- **Enrolment and personal information sharing:** It is recommended that, even if parents believe they may use the service some time in the future including the possibility of emergencies, children are enrolled for BSC/ASC by filling in the enrolment enquiry on the Exploring Tree [website](#). The Centre will then be in contact with you to confirm either a permanent booking or your casual booking needs.
- If in an emergency situation a child needs to go to ASC and has not been enrolled, parents need to be aware that in accordance with the School's Privacy Notice, relevant information (including medical information) held by the School will be forwarded to Exploring Tree for the purpose of a casual enrolment.
- A typical day at ASC will involve:
  - Arrival, settle in and a visit to the toilet as needed.
  - Afternoon Tea - provided by Exploring Tree as part of the service including home cooked items and freshly prepared fruit. It is vital that parents provide to Exploring Tree any dietary needs of your children so as to be catered for appropriately.
  - Homework Time - this is not a time for tutoring but it is a time when children are encouraged to sit and do any self directed homework they might have. Designated homework stations including computers and iPads are available for the students to use.
  - Organised and free play activities including an outdoor flying fox, play equipment and indoor activities such as art, for the rest of the afternoon.
  - Children who are still in attendance after 6.00pm will receive another light snack.

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- **Vacation Care:** Vacation care operates on a casual basis and parents who have their details registered with Exploring Tree will receive information about the Vacation Care Programme closer to the time. All Vacation Care places are treated as a casual daily booking. Exploring Tree Vacation Care will include all meals and daily activities as part of the fee structure. Vacation Care is also open to children not enrolled at Macarthur Anglican School.

**We recommend that parents who will be using BSC or ASC, either as permanent care or on a casual basis, make contact with Exploring Tree Macarthur via their [website](#) to enrol for this service.**