

# St John Bosco Before and After School Care Newsletter Term 3, 2019



## Term 3/4 Important Dates

- 23<sup>rd</sup> August – October Vacation Care forms released
- 30<sup>th</sup> August – October Vacation Care forms due
- 6<sup>th</sup> September – Vacation Care places confirmed
- 16<sup>th</sup> – 27<sup>th</sup> September – 2020 re-enrolment for existing families
- 27<sup>th</sup> September – Pupil Free Day
- 30<sup>th</sup> September – 11<sup>th</sup> October – Vacation Care
- 7<sup>th</sup> October – Labour Day Public Holiday
- 14<sup>th</sup> October – Term 4 commences
- 21<sup>st</sup> October – 2020 Enrolment Evening for new families
- 4<sup>th</sup> November – 2020 places confirmed
- 8<sup>th</sup> November – Dec/Jan Vacation Care booking forms released
- 15<sup>th</sup> November – Vacation Care booking forms due
- 22<sup>nd</sup> November – Vacation Care places confirmed
- 11<sup>th</sup> December – BASC Christmas party
- 19<sup>th</sup> – 20<sup>th</sup> December – Pupil Free Days
- 20<sup>th</sup> December – Centre closes
- 13<sup>th</sup> January 2021 – Centre re-opens
- 28<sup>th</sup> – 29<sup>th</sup> January – Pupil Free Days
- 30<sup>th</sup> January – School commences

## Absences

Please notify the Centre by emailing Sheilagh at [boscobasc@bigpond.com](mailto:boscobasc@bigpond.com) or by phone/text 040741016. Failure to notify of absences will incur a \$10 charge.

If you mark your child as absent on the morning roll via the Ipad, this does not automatically roll over to the afternoon session. You must inform a staff member that your child will be absent for both sessions..

## Thursday Sport

The children have been enjoying our sports program which is run by Finn from Play On Sports. We have been alternating the children by their years so that each child who attends on a Thursday gets to participate.

Caring & Friendly  
Environment

Stimulating & Engaging  
Program

Qualified & Nurturing  
Educators

Action Packed Vacation  
Care

0407410161

[www.boscobasc.com](http://www.boscobasc.com)

## **Change in Details**

Just a reminder that any change in details are to be updated via QK Enrol. This includes email, address and phone numbers. Any contacts that you would like to pick up your child/children must be added via Qk Enrol and for their first time of picking up your child they must bring a photo ID.

## **Child Care Subsidy (CCS)**

**Cancellation of Care:** It is important to note that if you choose to cancel care completely and your child is absent during the 14 days' notice period, the government will not pay the CCS on the days your child is absent.

## **Website**

Please take some time to look at our website [www.boscobasc.com](http://www.boscobasc.com) On there we have important information regarding our Centre, fees, Vacation Care, newsletters and our staff.

## **Educa**

The Educa program App is available to all our families. Educa provides all families with regular updates on our programs. You will receive an alert every time anything new has been added to Educa. We invite all carers to keep up to date with our program and provide feedback. Please let us know if you have not received an invitation to Educa and we will send you one.

## **Vacation Care**

**Vacation Care:** The Centre does not accept Vacation Care Enrolments via QK Enrol. Vacation Care forms must be handed to a staff member. No emailed forms will be accepted. Enrolments are done via forms which can be found on our website upon the release date. The program is also released before Vacation Care commences and you will find information regarding activities and their cost. We had many families who did not inform the Centre of their child's absence during the April Vacation Care. The Centre must be notified of all absences by 7.30am on the day of the required care.

## **Qikkids Kiosk**

Each contact chooses their own unique PIN which is attached to their mobile phone number. This PIN acts as a signature and all information regarding who signs the children in/out of the Centre is sent to Centrelink. Therefore, no contact must use another contact's phone number and PIN.

\* Under no circumstances are children permitted to use the Ipads to sign themselves in or out.

## **Late Pick-up**

Please remember that Bosco BASC closes at 6.30pm. If you cannot pick your children up by that time, please arrange for someone else on your contact list to collect them.

## Procedures for Cancelling and/or Adding Days

**Cancelling days** - To cancel days for either the Before Care session or After Care session or to cancel care completely, a Cancellation of Care Notification Form which can be found on our website under the important forms tab or in the foyer of the Centre. Please note that cancellation of sessions cannot be done via QK Enrol.

**Decreasing or Adding Days** – To decrease or add days to your current bookings, please log in to QK Enrol and scroll down to the bottom of your home page where it says **current bookings** and click on the **edit** button on the right hand side. From there you can choose your new days.

## Contacts

**Sheilagh:** Centre Director – [boscobasc@bigpond.com](mailto:boscobasc@bigpond.com). Please email for absences, casual positions and queries regarding your children.

**Helen:** Administration/Accounts – [boscobookkeeping@bigpond.com](mailto:boscobookkeeping@bigpond.com). Please email for account queries and change of days.

## Quality Improvement Plan

### Element 1.2.1

- Implementing more intentional teaching activities into the daily routines of the centre. This has become evident through the Question Board. Each day a new question is posed which is aimed at intellectually stimulating the children. These questions are based on the children's interests such as space, animals, pop-culture and sport.
  - Progress: The staff have been posting questions to the board for some time now. The children enjoy answering these questions and take pride in getting them correct.

### Element 6.2.3

- Extending children's knowledge on the local community by purchasing historical texts about the Sutherland Shire and its suburbs.
  - Progress: Families can find these books under the community board in the front foyer.

### Element 1.2.2

- Giving students motivation to display positive behaviours by introducing a rewards system. A sticker is given for positive actions and attitudes and once students receive five stickers they receive a prize.  
Progress: Behaviours have improved greatly.