Purpose:


The practices and procedures of the OSHC programs have been developed jointly with staff, management and families. We strive to have a holistic approach to work with families. We acknowledge and value the uniqueness of each individual family and aim to incorporate their diversity into the program. We aim to provide a secure and respectful environment, providing children with the foundations to develop similar positive relationships throughout their own lives. We aim to support children's growth, learning and development through the middle years by providing a safe and stimulating environment which encourages exploration, independence and creative thought.

We value:

• The importance of play in middle childhood.
• Open, respectful and honest communication.
• The uniqueness of individuals and families and what they bring to the collective group.
• Input and feedback from children, families and any other interested parties in the community.
• Participation in the National Childcare Accreditation Council Process.

Our Goals:

• To provide an inclusive environment that is non-threatening and nurturing, catering to the needs of individual children.

• To provide a place where children can feel confident to explore their environment and discover at their own pace.

• To promote healthy choices in relation to nutrition and active lifestyles.
• To promote positive partnerships and cooperative relationships with staff, parents and children.

• To offer a program that assists children to develop social skills and an appreciation of diversity by encouraging participation and cooperation.
• To provide a variety of planned, active and passive recreational activities, relevant to the children's needs.
• To strive to maintain our high quality service delivery as identified in self assessment and the accreditation review process.

Rationale:
Gembrook Primary School OSHC programs are committed to providing an educational program that provides an inclusive environment for all children in the middle childhood years.

Scope:
The Children's Services Act 1996 and the Children's Services Regulations of 2009 require Gembrook Primary School OSHC to implement an educational policy.

Protocol/Procedure:

Gembrook Primary School shall:
• Ensure that an Educational Policy is available for families/guardians accessing the program.
• Make families/guardians aware of the educational policy and give them access to policy.
• Provide educational opportunities for families.
• Provide professional opportunities to staff to increase their knowledge and skills regarding program planning, evaluation, developmental norm's and creative activities.

Families shall:
• Complete the enrolment form, identifying the child's interest to assist staff planning for individual needs.
• Inform staff of changes of interest and activities within the family unit.
• Answer any of the staff questions regarding children's interests to assist in planning of the program.
• Complete feedback forms and surveys to assist staff in planning process.

Gembrook Primary School OSHC staff shall:
• Complete weekly planning in consultation with the children and record their ideas.
• Display planning format for families to access.
• Provide feedback sheets for families to make comments on in order to enhance the program.
• Educate families regarding the process of program.
• Evaluate the program on a regular basis

Related Policy

References/Legislation

• Children's Service Act 1996
• Children's Services Regulations 2009
• National Childcare Accreditation Council- Outside School Hours Care
• FKA children's services, www.fka.com.au
• Gowrie Victoria, www.gowrie.org.au
• Community child care Victoria, www.cccvic.org.au

Policy History:

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