





It's your place too.

## **Schedule of Fees**

**28 October 2024 – 29 June 2025**

### **Contact Information**

#### **Our Place OSHC & Pre-Kindy**

U1/29-31 Dixon Road, Rockingham

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## Schedule of Fees: All Rooms & Ages

Session Times	Fee	Programme Information
Before-School Care from 5:00am	\$50.04	Children can begin arriving from 5am or 6am, depending on their booked session, <u>but must arrive before 7:30am</u> , in order to catch the bus to school. This session includes school bus transfer, breakfast (strictly between 6:00-6:30) and morning activities.
Before-School Care from 6:00am	\$37.53	
Full-day 4hrs* 8:00am-noon	\$57.16	The different session times allow for the maximum coverage of days, depending on your family's needs and approved CCS hours. Fees include all incursions, excursions and meals occurring during the session (breakfast 6:00am, morning-tea 8:15am, lunch 11:00am, afternoon-tea 2:30pm, light supper 6:00pm). * The 4hr session is only available during the first 4 weeks of care/under extenuating circumstances. This session is designed to allow for a slow orientation to care when needed. ** for Children being collected from a half day at School only (for example, an RMS half day collection).  <b>ONE FEE NO HIDDEN COSTS!</b>
Full-day 8 hrs 8:00am-4:00pm	\$114.32	
Full-day 10 hrs 7:00am-5:00pm	\$142.90	
Full-day 12hrs 5am-5pm/6am-6pm/7am-7pm	\$171.48	
Kindy ½ Day ** Pick-up till 5:00pm	\$71.45	
Kindy ½ Day ** Pick-up till 6:00pm	\$85.74	
Kindy ½ Day ** Pick-up till 7:00pm	\$100.03	
After-School Care Pick-up till 6:00pm	\$43.78	Children are collected from their school and can remain at Our Place until 5pm, 6pm or 7pm, depending on their booking. This session includes school bus transfer, afternoon-tea, afternoon activities & homework assistance.
After-School Care Pick-up till 7:00pm	\$56.29	
Saturday Care 12hrs: 6:00am-6:00pm 10hrs: 7:00am-5:00pm 8hrs: 8:00am-4:00pm	\$171.48	Children can begin arriving from 6am, and must be collected by 6pm. Although different sessional hours will be available, all sessions will cost the same, due to the penalty rates applicable for staff. This session will run as a family grouping, with the focus being on relaxation & leisure activities. All meals and activities are included.

Fees are based on the hourly rate covered by CCS, currently listed as \$14.29/hour for Long Day Care & \$12.51 for OSHC.

### Year-Round Pre-School Programmes

Please note, the Nursery, Toddlers & Kindy Programmes run year-round, independently from the OSHC programme. It is a legal requirement for all programmes that attract the Child Care Subsidy to run year-round, in line with Long Day Care Centres. For Kindy children on the half day school pick-up, you child's booking automatically changes to a full day booking during school holidays, unless you provide a holiday notice, in which case a 25% discount will be applied.

### Rooms & Ages

Room	Ages	Staff/Child Ratio	Max Available Places
Nursery	0-2 Years	1/4	4
Toddlers	2-3 Years	1/5	10
Kindy	3-5 Years	1/10	15
OSHC/Vac Care	4-12 Years	1/10	20

The children's ages are used as a guide, we place children based on their stage of development & not their age alone. Available places in each room are also flexible, depending on what is needed most by our families. Our centre capacity is 45 children, across all rooms.

## Other Fees, Discounts & Conditions, applicable to all Programmes

Type	Fee	Conditions
<b>Holiday Discount</b>	25% Discount	Our Place OSHC & Pre-Kindy offers a 25% discount when children are absent due to family holidays or medical procedures. Written notice must be supplied at least 2 weeks prior to the planned holiday, once a holiday is booked children may not attend on that day. If your circumstances change, you must request a cancellation of Holidays in writing, this will be approved at the managers' discretion and is dependent on staff availability.
<b>Casual Bookings</b>	25% Surcharge	Casual bookings can be made; however, a 25% surcharge will apply (conditions apply) and are subject to availability. To be eligible for casual bookings you must have at least one permanent booking per fortnight. Casual bookings are any booking made in addition to your regular booking, that run for 10 weeks or less. A 25% surcharge applies to all casual bookings, at all times, regardless of notice given. A casual booking cannot be made more than two weeks in advance (except in exceptional circumstances), and once confirmed, a casual booking cannot be cancelled (unless cancelling all care requirements and leaving the centre).
<b>After-School Care: Missed Attendance Fee</b>	50% Surcharge	A 50% loading fee is applied to the booking for that day, if you do not notify the centre prior to 2:00pm that they will be absent. This is due to the number of occasions staff have spent extended periods looking for children who did not need to be collected, making them late at the next schools pick-up point. You must notify us of your child's absence in writing via email or by using the Xplor App. This is a legal requirement, both to ensure compliance with the laws relating to child care subsidy and as a safety mechanism, to ensure children do not go missing, as a result of mis-communication.
<b>Shift or FIFO bookings</b>	50% Discount	Shift & FIFO bookings are reserved, depending on the non-FIFO parent's needs. Each month, bookings are confirmed based on the FIFO parents roster. This must be done in writing, the month before, to <a href="mailto:ourplacerockingham@outlook.com">ourplacerockingham@outlook.com</a> . The days that will not be required have a 50% discount applied. The remaining days are charged as normal, regardless of attendance. If notice is not given the month before, all bookings will remain in place and be charged at full fees regardless of attendance. A roster from your employer must be provided each month, confirming your official rotation. Our Place will not discount more than 50% of a reserved booking. Additional annual leave taken on top of the FIFO rotation, is not eligible for the 50% discount, but is eligible for a 25% holiday discount.
<b>Absence due to illness</b>	No discount	The discount for illness was discontinued, due to the difficulty in effectively applying it and the lack of take up from families. We instead redirected this to the Holiday discount, initially doubling it to 20% & then further increasing it to 25% in 2023.
<b>Public Holidays</b>	No discount	Whilst Our Place is closed on all gazetted public holidays, fees will still be payable if your child's regular booking falls on a public holiday. This is owing to the fact, that staff must still be paid.
<b>Weekend Closures</b>	No Charge	Our Place is open on weekends! If/when we do close on a weekend, there is no charge. Please note, Our Place is closed on weekends, where a gazetted public holiday falls on a Friday or Monday & the weekend closest to Anzac Day, when Anzac does not fall on a Friday or Monday. Any other closures will be notified one week in advance.
<b>Pupil Free Days</b>	Fees may still apply.	OSHC children do not pay for pupil free days scheduled by your child's school, as long as you provide two weeks' notice. If you do not provide two weeks notices, fees will still apply. Unfortunately, Our Place OSHC cannot be responsible for checking each school's pupil free days, as they are all very different, it is the parents/guardians responsibility to check. This includes Pupil free days directly before or after the school holidays. Our Place uses the dates published by the government, anything outside these dates is determined by your school and is considered a Pupil Free day.
<b>Late Pick-up fees</b>	The next session fee will apply OR \$15 per ¼ hour	If you are going to be late, please notify the centre as soon as possible, if there is availability, sessions can be extended. For example, if you are booked 9am-3pm and are going to be late, the 8am-4pm session can be charged, and so on. However, after 7:00pm, \$15 per quarter hour or part thereof, will apply, for each child.
<b>Notification of change or cancelation of booking.</b>	N/A	Two weeks' notice is required to cancel a booking that has been made for a weekday and four weeks' notice is required to cancel a booking made for a weekend. Two weeks' notice is required to change a booking on any day, however, if there is availability this may be waved, provided it does not change staffing requirements. This does not include changing a weekend booking to a weekday booking. This notice must come in writing to <a href="mailto:ourplacerockingham@outlook.com">ourplacerockingham@outlook.com</a> or via the Xplor App.
<b>Fee Reviews</b>	N/A	Our Place OSHC & Pre-Kindy reviews the fee structure as and when required. Any changes to the fee structure and conditions will be notified at least one month in advance.