

Rowville Primary School

Outside School Hours Care Policy



DET International CRICOS Code - 00861K



Help for non-English speakers

If you need help to understand the information in this policy, please contact 9764-1955.

PURPOSE

To ensure that we provide the highest quality of outside school hours care in a safe, enjoyable, stimulating, and caring environment.

RATIONALE

We value the importance of play and meaningful leisure as part of middle childhood. We believe that children make sense of their world, through being actively engaged in their environment.

We promote the assurance of the safety, welfare and wellbeing of all children attending the outside school hours care program, recognising each child as an individual with their own unique needs, culture and interests.

We believe that it is essential to provide an environment where children can feel comfortable, can seek feedback and support with their ideas and interests and the ideas and interests of others. Children need possibilities to grow, extend and challenge themselves in an environment in which they trust.

IMPLEMENTATION

- To develop strong reciprocal relationships with families and children, so we can ensure children feel a strong sense of belonging to and within the program.
- To create an environment that is friendly and familiar so children and their families can feel relaxed and at ease.
- To promote open communication about routines, events and children's experiences within the program, with respect to the privacy of personal information.
- To encourage and value families' involvement in the program, providing regular and varied opportunities for families to contribute.
- To provide a program that fosters self-esteem and confidence in children and encourages mutual respect and teamwork between staff members and between staff and children.
- To provide a program that offers a wide range of play and recreational experiences, including activities that promote physical, creative and aesthetic development and the learning of life skills.
- To ensure children are treated equitably, whilst acknowledging and catering for diversity and individual needs, including children with differing abilities.
- To encourage and value children's input in program planning, providing regular and varied opportunities for children to voice and agency in the program.
- To provide a safe and healthy environment for children, staff and families.
- To provide a healthy and balanced menu, adhering to current hygiene practices and food handling requirements and meeting the needs of individual children.

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- The Rowville Primary School Council will work together with Team Kids to reflect, review and promote continuous improvement and quality within the out of school hours care program at Rowville Primary School.
- To ensure effective communication between Team Kids and the Rowville Primary School Council.
- To meet the National Quality Framework for Early Childhood and Care and strive to achieve the highest level of quality as determined by the Australian Children’s Education and Care Quality Authority (ACECQA).

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- It will be available publicly on our school’s website
- Discussed at staff briefings as required
- Staff Manual

FURTHER INFORMATION AND RESOURCES

- Child Safe Standards
- Child Safety and Wellbeing Policy
- Child Safety Code of Conduct

POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2023
Approved by	Rowville Primary School Council
Next scheduled review date	July 2025