

# RIVERVIEW OSCAR After School Care

## INFORMATION FOR PARENTS

Riverview OSCAR is a non-profit out of school care and recreation programme operating under the umbrella of Riverview School.

It is designed to provide safe, accessible care with a programme that is fun and stimulating in a friendly caring environment. Children are encouraged to make choices, as they would at home, on how to spend their time.

Children will be well supervised as YOUR child's safety and well-being is our priority.

- Children are provided with afternoon tea, then given a range of activities to choose from which may include:
  - ◆ Outside time
  - ◆ Use of sports gear
  - ◆ Art activities
  - ◆ Adventure Playground
  - ◆ Baking
  - ◆ Crafts
  - ◆ Making models/construction
  - ◆ Colouring in
  - ◆ Group games
  - ◆ Board & card games
  - ◆ Swimming
  - ◆ Computer time
  - ◆ Ninetendo Wii
  - ◆ Messy Play
  - ◆ Clay/Plaster creations
  - ◆ Lego
  - ◆ Building blocks
  - ◆ Dress ups
  - ◆ and lots of time for free play
- Children will not be taken out of Riverview School grounds without parental permission.

### Times

2.55pm till 5.30pm during the school term

### Enrolment

Enrolment forms are available from the Riverview School office or Riverview OSCAR. Children must be booked in ahead of time.

Messages regarding attendances or absences can be left on the OSCAR cellphone 021 296 4829 OR at the Riverview School office in the **OSCAR Message Book**, OR by phoning the school office OR preferably by talking directly with OSCAR staff ahead of time.

## Fees

Fees for 2011: \$12.50 per child per afternoon. \$7.50 until 4.00pm. Children must be enrolled before they attend and fees must be paid weekly or fortnightly at the latest. Fees must be paid daily for casual children.

An absence fee of \$12.50 per child per day will be charged if OSCAR staff has not been notified of absence of the child by 2.30pm of the day the child was enrolled for.

## Venue

Riverview OSCAR is based in the Riverview School Hall and will use Riverview School grounds.

Children should report to the Hall as soon as the 2.55pm bell goes.

## Pick-up and sign out

Children must be picked up BEFORE 5.30pm. Children will only be allowed to leave the programme with the people named on their enrolment form or as notified by parents.

We require parents/caregivers to "sign out" children when they collect them.

Unfortunately children picked up, up to 10 minutes late will incur a charge of \$5, for more than 10 minutes late a charge of \$10 will apply and \$10 for every 10 minutes thereafter.

## Staff

There will always be at least 2 staff at the programme and a ratio of 1 adult to 8 children will be maintained.

## Policies and Procedures

A copy of our operating manual is available to parents at the programme or school office. This includes information on supervision, health and safety, voicing concerns etc ...

Please feel free to talk to OSCAR staff about any queries or concerns. The programme aims to meet the needs of you and your children.

WINZ (Work and Income) subsidies are available for this programme.

## Contact phone numbers

- Sarah Jane - OSCAR Coordinator
- Riverview School Office : 407 7277
- Riverview OSCAR cell phone (2.55pm - 5.30pm): 021 296 4829