

What to bring each day

All belongings need to be clearly labelled with your child's name

- Morning tea in a separate container
- Lunch in a lunch box
- Water bottle
- Sunsafe hat for outdoor play
- Change of clothes
- Comforter (if needed)
- Nappies (if needed)
- Spare underwear if toilet training
- Prepared bottles of milk/formula (if required)

Lost Property Box

Any items left at the centre which are not labelled will be placed in our Lost Property Box. If you are missing anything, please check this box.



Contact

11 Dunraven Drive,
Yangebup

Ph: (08) 9417 9995

Email: info@yangebupfamilycentre.org

Web: www.yangebupfamilycentre.org

Office Hours: Mon – Fri 9am–3pm

Yangebup Family Centre Inc



Occasional Care Program

Introduction

Our Occasional Care program provides care and education to children aged from 8 weeks to 6 years of age, allowing parents an opportunity to attend to their other commitments whilst their child is having fun. The environment is safe and hygienic, and developmentally appropriate experiences are provided according to the Early Years Learning Framework.

Children are cared for in a multi-age group setting allowing siblings to be together. Activities are programmed to provide a variety of experiences to develop the children's physical, cognitive, social, emotional and language skills.

Session Times

Occasional Care is available for children 8 weeks to 6 years of age and operates as follows:

Mondays, Wednesday and Fridays 8.30am -3.30pm

Enrolment Procedure

An enrolment form, copy of birth certificate and immunisation records all need to be provided before your child can commence one of our programs.

Bookings

Bookings can be made 2 weeks in advance, in person, or by telephoning the centre on 9417 9995. If you are unable to secure a place on the required day, your child's name will be placed on the wait list and we will contact you if a position becomes available. You will be offered a position for the following week.

Cancellations made with less than 24 hours notice will incur full fees.



A limited number of permanent places are available, please ask for more information at the office.

Fees

Our fee for Occasional Care is \$84.00 per day (with CCS starts from \$16.40).

Our centre is registered allowing you to claim the **Child Care Subsidy**. To do this you must provide us with your Customer Reference Number (CRN) and your child's CRN. You also need to update your mygov account. This is given to you by the Family Assistance Office. For more information please contact the Family Assistance Office on 13 61 50 or at www.familyassist.gov.au

Fees are to be PAID IN FULL at the beginning of each session.

Fees are to be paid to office staff on arrival or sealed in a fee envelope and placed into the fee box before the care session.

Children are to be picked up promptly at or before 3.30pm. A late fee of \$1.00 per minute will be charged if you are late to collect your child.

Our Occasional Care Staff

Our Educators are qualified to work with this age group of children. They are there to help your child learn and grow and are more than willing to meet with you at any time to discuss your child's progress or any concerns you may have.



We also love input into the program from families so if you have a special talent or hobby you would like to share, please speak to staff.

Our staff all have a Working with Children Check, National Police Clearance, Diploma or Certificate III in Children's Services. We also have staff with First Aid Certificate, Anaphylaxis training and Emergency Asthma training.

Be assured – educators are very good at settling distressed children and we will always contact you if your child does not settle.