



# KGV Children's Program



Cumberland Street The Rocks NSW 2000 Phone 9244 3616 or 9244 3600 Fax 9244 3613 [kgvcp@cityofsydney.nsw.gov.au](mailto:kgvcp@cityofsydney.nsw.gov.au)

## TERM 1, 2012 AFTER SCHOOL PROGRAM

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Wool Creations	Simple Craft	Printing Power	Paper craft	Water Play
Playground Games	Active After Schools Sports	Mini Sculpture	Active After Schools Sports	Construction
Homework Support	Homework Support	Group games	Creative play	Play Station & Computers

- Centre operating times are Monday to Friday, 3pm to 6pm.
- A nutritious afternoon tea is provided daily
- Programs marked (\*) incur a cost or require extra permission. Please see Centre staff.

*city of villages*

## King George V (KGV) Children's Program – After School and Vacation Care

This program provides after school (30 places) and vacation care (30 places) daily for children attending primary school (Kindergarten – Year 6).

Centre Opening Hours: After School – Monday to Friday 3pm – 6pm

Vacation Care – Monday to Friday 8am – 6pm

### Fees

**AFTER SCHOOL FEES - \$15.50 per day**

**VACATION CARE FEES - \$37 per day plus additional excursion cost**

**Child Care Benefit (CCB)** subsidy is available to subsidise these fees. To receive CCB subsidy you need to register for CCB with the Family Assistance Office (FAO).

### **To register for CCB:**

1. Call the Family Assistance Office (FAO) on **13 61 50** between 8am and 8pm, Monday to Friday or on **13 12 02** for information in languages other than English.
2. Let the FAO know you would like to register for Child Care Benefit, and provide the required information.
3. Give the FAO the name and **Customer Reference Number (CRN)** of the service your child attends. For children attending KGV the CRNs are:

<b>King George V (KGV) After School Care -</b>	<b>407 142 384 B</b>
<b>King George V (KGV) Vacation Care -</b>	<b>407 142 387 L</b>

### FEE PAYMENTS:

You can pay by cash, cheque, EFTPOS or credit card (all except Diners). Credit cards payments can NOT be made over the phone. All cheques must be made payable to “**The City of Sydney Council**” or “**King George V Community Centre**”.

**DEPOSIT REQUIRED AT TIME OF BOOKING:** Families claiming Childcare Benefit as a fee reduction will be required to pay a deposit at time of booking. The current system does not allow us to calculate in advance the amount of CCB eligible families will receive. Once attendance has been submitted and actual fees calculated, the balance must be paid. Families not claiming CCB will be required to pay the full amount upfront.

### BOOKINGS:

Fee payment is required to secure your booking, including any outstanding amounts owed from After School Care or past Vacation Care programs. Please remember that fees are charged for every day that you book, whether your child attends or not. Excursion fees can be reimbursed for an absent day if you provide a Doctor's certificate and call the service no later than 9am to advise your child will be absent.

**LATE FEES:** The program closes at 6 pm. We request all children are picked up by **5.45 pm** to allow staff some time to clean-up. **Penalty fees of \$1 for every 1 minute after 6pm apply, with a \$10 minimum for late pick-ups**

### SIGNING IN AND OUT:

All children must be signed in and out of Vacation Care by a parent or guardian and visual contact must be made with a member of staff when doing so.

**ABSENCES:** If you have booked but cannot attend please notify us as soon as possible.

### SICK CHILDREN:

Sick children are not permitted to attend the centre as they may spread infection. If you need us to administer medication to your child, you must complete a Medication Authority Form which you can get from us.

**SWIMMING EXCURSIONS:** Children should be comfortable in the water, be able to swim and dress themselves unassisted. Additionally they should be 6 years of age or older. 5 year olds and non swimmers will be provided shallow water options.

### VALUABLES:

We are unable to take responsibility for or secure valuables (including toys, electronic games etc.) or money children bring to the centre. Children are encouraged to not bring any such items to the centre.

## **King George V Children's Program**

*After School and Vacation Care*

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