



Outside School Hours Care

FEE SCHEDULE & POLICY

2021

FEES

Before School Program—must be signed in by a registered parent/Xplorer

\$10.00 per child before 8.00am

Free after 8:00am

7.30am to 8.30am

After School Care Program—must be signed out by a registered parent/Xplorer

\$28.00 per child, permanent (includes afternoon tea)

\$30.00 per child, casual (includes afternoon tea)

3pm to 6pm

Vacation Care - must be signed in and out by a registered parent/Xplorer

\$63.00 per child (activity costs not included)

8am to 6pm

Our fees are reviewed on an annual basis.

Late Pick up Fees

Collection of children between 6:00-6:10pm will incur a \$10.00 late pick up fee per child. After 6.10pm every additional fifteen-minute interval or part thereof will incur a \$20.00 late pick up fee per family. If late fees are incurred on three occasions within a term, the family's ongoing enrolment will be reviewed and possibly cancelled.

Payment - Permanent, Casual and Vacation Care

- All families are required to pay via Ezidebit. Your payment details must be entered through your Xplor account and kept up to date at all times. This must be completed prior to your child/ren attending Prince Alfred College OSHC.
- Ezidebit payments are withdrawn from your account on a Tuesday fortnightly. Statements are accessible 24/7 via the Xplor app/website therefore will not be sent via email. Please ensure all details are kept current.
- It is a requirement of DEEWR that a statement of account is provided to all customers for all sessions of care so please be aware you have 24/7 access to this information via your Xplor account. It is the parent's/guardian's responsibility to ensure that account statements are read and understood.

Overdue Accounts

- Families can make appointments to speak with the Director regarding payments if there is a need to do so. Continually not paying fees will put your child/ren's place/s in the service in jeopardy.

Account Queries

- All account enquiries, comments or concerns need to be raised with the Director directly.

BOOKINGS AND CANCELLATIONS

After School Care – Permanent Bookings

To make a permanent booking you need to contact the OSHC Director with the permanent booking form.

A day's attendance fee will be charged for all permanent days booked. The only exception is if you are going on holidays, when the service requires two weeks' notice for fees to be reduced to a holiday rate (50% rate).

Should you wish to end your child's place at the service, or should management make the decision to terminate your child's place, two weeks' written notice is required from the ending/terminating party. If this does not occur, two weeks' fees will be billed to you.

If you wish to make changes to your booking you must email the OSHC Director to have them actioned.

After School Care – Casual Bookings

At your earliest convenience please phone or email the OSHC Director or Prep Office to request days of attendance. Please ensure your child is aware that he will be attending.

Alternatively, you may use the Xplor app/website to request an additional booking for your child

Bookings must be completed before 2pm of the day of attendance.

The more notice that can be given will assist in securing a place and planning for staffing, food and activities.

A day's attendance fee will be charged once you have made your booking for your child.

24hrs notice is required to cancel a casual booking with no fee

Vacation Care Bookings

Once you have booked your child/ren into the Vacation Care Program and you have received a booking confirmation, a day's attendance fee will be charged even if your child/ren are cancelled or absent.

However, if enough notice is given and we are able to fill the spot with someone on our waitlist, you will not be charged.