

# Occasional Care 2022

- **Torquay Children's Hub**
- **Kurrambee Myaring Community Centre**

The Occasional Care program allows the flexibility to leave your child in care for four hours once a week. The early childhood learning environment enables children to socialise and learn.

## **Children accessing the program**

Each session is run by a minimum of two Early Childhood qualified educators and operate from 8.30am till 12.30pm Monday to Friday.

The service is provided for children aged between 12 months and six years.

## **Booking a place**

To register your interest for Occasional Care in 2022, complete the online registration form on the Surf Coast Shire website ([Occasional Care Registration](#)). Bookings are for the calendar year, this will commence on Tuesday 18<sup>th</sup> January 2022 to 22 December 2022 excluding public holidays (you will not be charged for public holidays). The service will operate during school holidays excluding the week from 4<sup>th</sup> – 8<sup>th</sup> July. Fees are charged fortnightly in arrears. The four-hour sessions cost \$51.50 per session, and families may be eligible for Child Care Subsidy (CCS) to reduce this fee.

## **Enrolment**

After completing the online Registration you will be contacted by a member of the Early Years team with 2022 availability/ offers. If a place is available you will be provided with a link to the enrolment form. In order to complete this application you must provide an Immunisation History Statement for your child. You will also

need to provide an Asthma and Anaphylaxis Action Plan if required.

## **Cancellation of care**

Two weeks written notice is required to cancel your child's place in Occasional Care. Please send to [chubadmin@surfcoast.vic.gov.au](mailto:chubadmin@surfcoast.vic.gov.au) or mail to Torquay Children's Hub, 27 Grossmans Road, Torquay 3228.

## **What to bring**

Snacks, drink bottle, change of clothes, nappies, sun hat and sunscreen or warm hat and coat.

## **Absences**

If you know in advance that your child will be absent, please advise us and we will endeavour to fill your position. In the event the position is filled, you will not be charged.

## **Policies**

[Early Years Policies](#) are available to read at the centre or online at [www.surfcoast.vic.gov.au](http://www.surfcoast.vic.gov.au).

## **Immunisation Policy**

As of 2016 the State government has introduced 'No Jab, No Play' legislation which requires children to be fully vaccinated before they can commence at early childhood education and care services.

## **Further Information**

Please call 5261 0549 or email [chubadmin@surfcoast.vic.gov.au](mailto:chubadmin@surfcoast.vic.gov.au)