








**2018 PORTARLINGTON
PRIMARY SCHOOL BEFORE
AND AFTER SCHOOLCARE**



**We are CCR
and CCB
Approved**

Find out more at www.kellycluboshc.com.au

Program Activities....

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7.00am-8.45m	Breakfast Structured free time, board games, card games, leggo & drawing	Breakfast Structured free time, board games, card games, leggo & drawing	Breakfast Structured free time, board games, card games, leggo & drawing	Breakfast Structured free time, board games, card games, leggo & drawing	Breakfast Structured free time, board games, card games, leggo & drawing
3.15pm-3.45pm	Child sign in, discuss the afternoon activities, afternoon tea	Child sign in, discuss the afternoon activities, afternoon tea	Child sign in, discuss the afternoon activities, afternoon tea	Child sign in, discuss the afternoon activities, afternoon tea	Child sign in, discuss the afternoon activities, afternoon tea
3.45pm-4.45pm	WALK TO THE PARK Fun afternoon at the park, play equipment, football and group games. 	KELLY SPORTS Coach from Kelly sports will come and do exciting games and play. 	ROCK MAGNET design your own rock to take home. 	RAIN CLOUD IN A JAR Let's find out how rain clouds work. 	MOVIE AFTERNOON Relax and unwind after a busy week at school. 
4.45pm	Pack Up	Pack Up	Pack Up	Pack Up	Pack Up
5.00pm	Snack Time	Snack Time	Snack Time	Snack Time	Snack Time
5.10pm	Homework & Quiet Time	Homework & Quiet Time	Homework & Quiet Time	Homework & Quiet Time	Homework & Quiet Time
5.30pm	Structured Free Time	Structured Free Time	Structured Free Time	Structured Free Time	Structured Free Time

Our Program Activities....

Morning care program – 7am-8.45am Our morning program focuses on giving the children a nutritious breakfast and allowing them to relax and focus before a busy day at school. Quiet games and play are the focus for the mornings activities, with it being led by children's choice.

Aftercare Program – 3.15pm - 6.00pm Our Aftercare Program will be focused around sports, cooking, art and craft activities as well as structured 'free-time' after a busy day at school. These activities will be incorporated into themed subjects each week that give children the opportunity to extend they're learning outside of the school classroom. There will be set time for children to complete homework should they (or their parents) want homework completed before they are collected.

Pricing Structure....

Before care Program: 7.15am-9.00am

Permanent \$15.00 Casual \$17.00

Aftercare Program: 3.15pm-6.00pm

Permanent \$21.00 Casual \$23.00

CCB & CCR RATES APPLY

We have a flexible booking model; please contact us for more information.

Program Staff....

All staff will be fully trained in Kelly Club Policies and Procedures as well as having onsite training before beginning as a staff member. Each staff member completes a Kelly Club staff induction booklet during their first two weeks of employment that ensures best practice and continuity across all programme staff. We operate to a minimum 1:15 staff ratio when onsite and a 1:8 ration when on program outings. With the significant breadth of operation in both Kelly Club and Kelly Sports in the GEELONG and surrounding area, we have a large pool of experienced staff to draw upon to ensure we can provide quality staff to programs at all times.

Behavior Management....

Kelly Club believes it is very important that children follow the same rules in out of school programs as they do during school time. Kelly Club would work with the principal and senior staff on an ongoing basis to ensure consistency between school time and Kelly Club. Below is an extract from our Behavior Management Policy...

- 3.1 All staff will be trained on the Kelly Club Guide to Behavior Management during their induction.
- 3.2 Each Program Venue will set their own behavior management strategy using the tools available in the Kelly Club Guide to Behavior Management with a focus on prevention of inappropriate behavior.
- 3.3 All senior staff will be involved in an annual review of the program behavior management strategy.
- ...
- 3.4 The Rules List for each venue will be displayed in a creative way that focuses on 'Dos' and not 'Don'ts'.
- 3.5 Significant incidents where a child breaks a program rule, a staff member will complete an Accident and Incident Form and if applicable record in a Behavior Journal for that child.
- 3.6 Parents/caregivers will be informed of their child's actions if they are involved in a significant incident or repeated incidents that break program rules.

Program Policies and Procedures....

Kelly Club programs align to a comprehensive set of Policies and Procedures that are written to ensure the safety of the children while on our programs. A copy of these Policies and Procedures are available at all our program venues or by contacting us. As we are a nationwide organization, our Policies and Procedures are reviewed and approved by the national regulatory body DEECD. This means we are able to combine feedback from many different approval assessors to help shape a very comprehensive set of Policies and Procedures.

Enrolling in the program...

Enrolling in Kelly Club is easy. Simply call M: 0448 449 113 or email: portarlinton@kellycluboshc.com.au for an enrolment form, we will give you the option to book as a permanent or casual user. It is important that all families register with the Family Assistance Office (FAO) before they attend the program to receive their entitlements for discounts on fees.

You may be eligible for a government rebate...or two.

We are approved providers of Outside School Hours Care. This means that you are eligible for financial assistance from the government to help with fees.

The Child Care Rebate is **not** income tested and is available to everyone, it amounts to 50% of your out-of-pocket childcare expenses up to the annual cap of \$7,500 per year.

The Child Care Benefit is income tested, depending on your income you can be eligible for a percentage of the maximum amount (How much Child Care Benefit can I get?). If your income is too high you may be eligible for 0% but you may still be eligible for the CCR.

Kelly Club by the numbers....

NEW activities added to our activities database in 2018 so far... **262**



0

The number of schools that have changed providers after choosing Kelly Club

32
Kelly
Schools
nationwide

