

Dear Families

We hope you're all managing to stay warm in this cold snap. Just a few quick news items to keep you in the loop. Please read on to find out more.

## CONFIRM YOUR INCOME BY 30 JUNE

We recently forwarded an email to you from the government reminding families to confirm their income by 30 June to avoid having CCS payments for your childcare fees stopped. Please check the email for further details or click **HERE** to download an information sheet from the Department of Education, Skills and Employment on this topic.

## VACATION CARE FOR JULY SCHOOL HOLIDAYS

Bookings for the July school holidays are now open to families via the portal. We've planned lots of exciting activities including excursions, outings and mini-excursions. All of these are local, except one, due to the covid restrictions we are still experiencing to some extent, and also to keep costs as low as possible for families.

## PUPIL FREE DAY MONDAY 12 JULY

Monday 12 July will be a vacation care day at Tanderra as all our schools are operating a pupil free day on that day. Your permanent before and after school care bookings for that day have been cancelled. You will need to make a vacation care booking via the portal or through us if you would like your child to attend for that day.

## PROGRAMME WALL

We are loving our new programming wall and Photo wall as it's so easy for children, staff and parents to see at a glance what's been happening and what the children have been up to. Don't forget to check this area out as you walk into the Big Room. We would love to hear your ideas and feedback on the FAMILY FEEDBACK SHEET in the same area.

(Note: All photos used on the wall or elsewhere in the Centre are not uploaded onto our website or social media pages except for children with social media photo approval in place. Photos used in the centre, on our website and on our social media page never include children's names or personal details. Where children without social media photo approval feature in a group photo on social media, their faces are pixelated).

## LOST PROPERTY

Don't forget to check lost property often when you come in to drop off and collect your child. It's always well utilised and all items are disposed of at the end of each term.

## DEALING WITH OTHER CHILDREN AT THE CENTRE

If ever it seems another child who is not your own requires direction, support, guidance etc, please don't approach the child yourself but please see an educator at the service who will attend to the matter, using their professional knowledge of the child and the situation. This is an important service policy that must be adhered to at all times.

## CLOTHING POOL

Please remember to return any borrowed items of clothing that your child may use. Also, if you have any old items of children's clothing that you no longer need at home, please remember us before you throw them out or send them to charity.

## DONATIONS

Other items that we may find helpful if you are moving them on from your home include:

- Old mobile phones, ipads that are in good working order
- Household throw away items that could be useful for craft including wool
- Blankets and sheets that can be used for making cubbies
- Toys and games that are in good order and complete
- Old, interesting clothing for dress-ups

## SIGN OUT WITH YOUR OWN PIN

Every child must be signed out by an authorised collector who is uniquely identifiable by their icheckin PIN. Authorised collectors must not use your PIN as the legal record must show who dropped off or collected each child.

## CASUAL BOOKINGS VIA THE PORTAL

The parent portal is working really well and lots of people are saying (post initial enrolment) that it is easy to use. Just a reminder that casual bookings for before, after and vacation care can be made via the parent portal. If we have closed for the day and you need a booking for the following day, you won't be able to book via the portal. Likewise if you need a casual booking for the same day, the portal won't allow you to record the booking. This is to safeguard the service being out of educator : child ratio. In this case, please email or call the centre and an educator will be able to make the booking for you if space permits.

To cancel a casual booking you no longer need, please contact the centre. If you notify us prior to the close of business the previous day, your cancelled casual booking won't be payable.

Please note that casual bookings are \$1 more than permanent bookings for before and after school care.

## WRAP UP

That's all from us for now. Thanks for reading. Enjoy the rest of the term and school holidays coming up. Please let us know if you have any questions or feedback. As always, we'd love to hear from you.

Thanks for reading and best wishes from  
Suzanne, Aunty Simone, Therese, Annalisa, Jake, Ishbel & Pheobe



Springwood Neighbourhood  
Centre Co-operative Ltd