



Truscott St OOSH,  
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## OOSH Newsletter 2014 Term One

Dear Parents/Carers,

Happy New Year to you and your families! We hope you had a great Christmas and enjoyed the school holidays. We've definitely heard about some lovely experiences the children have had over the break. We are looking forward to another great year of OOSH in 2014!!

### **Kindergarten and New Families**

We would like to welcome all our new families to Truscott St OOSH and hope your transition to our Centre is smooth. The children have been settling in very nicely and getting to know more friends each day. Kindergarten and new children to Truscott St OOSH are walked to the playground and collected from their classrooms during the first few weeks of the term until they feel confident enough to walk down to the OOSH room on their own.

We are holding a 'Welcome Breakfast' on Friday 7<sup>th</sup> of February for all our new and existing parents, carers and children. This provides the chance for you to personally meet with the Truscott St OOSH team and members of the Management Committee. This is also an opportunity for you to get to know other families who are part of the Truscott St OOSH community.

### **OOSH Program**

We provide a small group program for kindergarten as they begin at Truscott St OOSH. Each day we have a different activity planned. The program will include story time, colouring in, and 'who am I?' posters. We also have our normal program running as usual which is an 'Ocean' theme for the first few weeks of this term, as many children have been talking about their beach adventures from the holiday period.

### **OOSH Menu**

Each term we include a variety of foods on our menu to cater for all children's dietary needs. This term's menu can be found on the parent notice board in the OOSH room as well as on our website. We welcome any feedback from you about our menu for suggestions and improvements.

### **Arriving and Leaving OOSH**

**Signing in and Out** - Please ensure you sign your child in and out of the centre for each attendance. Our attendance records form part of our legally required records and must be accurate – so please make sure you record the correct time, and sign on the correct line for your child.

**Close the sliding door** - Please ensure you close the sliding door when you – we have children that like to wander, and ensuring this door is closed at all times is critical to their safety.

### **Changes to Bookings**

All additional bookings or changes to bookings require a change of booking form - this is currently a paper form, but soon we will be changing to an automated system. This automated system will be outlined in an email shortly.

### **Absenteeism**

A reminder that you must call the centre if your child is absent from a session. Failing to contact staff will result in a \$15 non-notification fee. In accordance with our missing children policy, we will call all contact numbers we have for your child until we can determine their whereabouts and safety.

### **OOSH Fees**

All families will receive a fortnightly fee statement, emailed to you from our Administrator, Becklyn. If you don't receive your statement, please see Emma, as this means your email address may be incorrectly recorded in our system.

Please remember that all OOSH fees should be paid by the end of the week of use. Please ensure you describe your payment with your 4-digit parent code. Direct debit is an option if you want to be organised for 2014 fees payment. This will make your life easier and also help our wonderful volunteer treasurer who spends a lot of time chasing debts. Contact Becklyn (ph. 9878 2651) or have a look on our website for details [www.truscottstoosh.com.au](http://www.truscottstoosh.com.au)

### **Vacation Care**

We had such a great time during vacation care- the kids have provided some fabulous feedback and have gathered some ideas as to what they'd like to have planned for the next school holidays. We will be sending out a parent survey soon, so please keep the suggestions coming. Photos for the recent Vacation Care will be uploaded to our website shortly!

### **Quarantine Station**



### **OOSH Management Committee**

Our OOSH is managed by a parent committee. The OOSH management committee is a subcommittee of the P&C, and is responsible for ensuring OOSH operates smoothly and provides a safe and fun environment for your child.

If you are interested in joining the OOSH committee we would love to have you on the team. - pop into OOSH to see Emma for details, or call our president (Jenny Shakesheff, 0419 239 714). We generally meet monthly before the P&C meeting (first Wednesday of the month at 6pm) and email in between, and we have a great time! Our committee currently consists of 8 members, being 6 parents, Emma Nutt, our director, and Marion Blomfield, our School Principal.

This year, as always, we aim to provide your children with a safe and happy time at OOSH and vacation care. We'll endeavour to cater for the wide range of ages and interests of the children. Please let us know of any ways we can further improve the service provided.

Regards  
OOSH Management Committee