

Communities@Work

OUT OF SCHOOL HOURS CARE



Phone 1300 212 273

Email enrolments@commsatwork.org

Online *Get in Touch* button at the top of our homepage

commsatwork.org

OUR OSHC SERVICES

Our passionate and experienced educators deliver quality care with engaging and exciting activities for your child. We focus on making your child smile through fun, play and leisure in a safe environment that encourages them to meet new friends, try new things, and - during school holidays - participate in excursions and incursions.

Each service is tailored to the nature of the school environment and the interests and needs of the children that attend; and we aim to exceed all standards in the National Quality Framework and align with the Early Years Learning Framework and the My Time, Our Place Framework.

Rich Learning Environments

We create environments where children feel safe to explore and grow, and we nurture their skills through play-based learning.

Passionate, Professional Educators

Our committed educators receive award-winning professional development so they can create the best possible experience for your child.

Healthy Nutritional Habits

We provide children with healthy and varied meals, taking into account all cultural needs, dietary requirements and allergies.

Developing Skills for Life

While our programs primarily focus on fun and friendships, we also incorporate important social and emotional learning skills and life values like respect, kindness and acceptance.

Our Locations

Our OSHC services run in a variety of locations across the ACT (please see our website for all current school locations).

Before School Care

Our before school care programs operate from 7.00-7.30am (depending on service) until school starts. We help your child have the best possible start to their school day by offering fun recreational activities and a nutritious healthy breakfast menu.

After School Care

Our after school care programs operate from 3 - 6pm on week days. We assist younger children to transition across from their classrooms where needed. We provide your child with a nutritious afternoon tea and offer a range of recreational games and activities built around your child's interests and designed to allow your child to have fun.

School Holiday Programs

Our school holiday programs provide an environment that encourages your child to meet and make new friends, try new things and participate in a wide range of activities.

Our Inclusion Support Service

Our dedicated Inclusion Support team works collaboratively with families, educators, the school and Health Professionals, to develop a Positive Behaviour Support Plan for any child who needs additional support. This approach is tailored for individual needs and applied where capacity to support is achievable.



WHAT WE DO AT OSHC

We know that children learn through play and our educators provide a variety of well-planned, educational activities and experiences, including opportunities for children to engage in art and craft, cooking, drama, sport, science and more. Our OSHC environments are set up with areas for small group activities, a creative corner, a relaxation zone for quiet reading and chilling out, and indoor/outdoor large physical group games.

Children enjoy a wide variety of fun, exciting and creative experiences that keep them coming back for more.

Drama and Music

Discos. Talent shows. Dancing games. End of term concerts. Fashion shoots. Songs and movies. Creating musical instruments. Producing plays. Making costumes and props.

Construction Zones

Lego Master challenges. Mini cities with boxes. Balloon rocket ships. Wooden block skyscrapers. Stacking cup towers. Constructing mini arenas. Creating huge railway tracks with natural resources.

Sports and Outdoor Play

Sandcastle competitions. Athletics carnivals. Martial arts. Wide range of ball and other sports. Fitness programs.

Group Games

Just Dance. Movies. Making board games. Tower Rush. Capture the Flag. Chess. Twister. Stuck in the Mud. Bowling. Teddy bear picnics. Water play. Table tennis. Where's Wally. Jigsaw puzzles.

Cooking Experiences

Science Week alien pasta. Winter snowman cookies. 'What Food Is That?' sensory smell challenge. 'Around the World' weekly menus. Christmas tree cakes. Watermelon pumpkins. Space Week galaxy food.

Arts and Crafts

Art exhibitions. Book Week costumes. Making comic books. Tie dye socks. Knitting. Clay. Painting. Beading. Natural resource collages. Papier mache volcanoes. Dyed pasta jewellery. Lava lamps and crystal snowflakes.

Cultural Experiences

Cultural Awareness weeks. Harmony Day activities. Japan's Sea Day. Sharing each other's heritage, food and customs. Creating family trees. Visits from Aboriginal elders. Trips Around the World days.

Leadership Skills

Being mini educators and running an OSCH program for a day. Teaching peers their own unique skills. Running games and experiences for preschoolers. Being Kindy Mentors.

Community Connections

Letters to emergency services workers. Community fundraising like RSPCA, Wildlife Warriors and Red Nose fundraisers. Christmas cards and gift packages for sick children in hospital. Care packages for essential workers. First aid workshops with paramedics.

Environment and Sustainability

Making worm farms. Feeding school chickens with our food scraps. Collecting for Lids4Kids. Going on nature walks. Growing our own fruit and vegetables to use in cooking our food. Participating in daily cycle and re-cycle projects

Mental Wellbeing

Well-being and emotional support mascots. Emotions Week. Fear Factor Challenge. Making stress balls. Self-regulating emotions through meditation, yoga, mindful colouring. Creating 'random acts of kindness' bags for friends.

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HOW TO ENROL

Information You Need to Gather Before Enrolling

- Your bank account details (to set up direct debit payments)
- Centrelink CRN (Customer Reference Number) for the Child Care Subsidy claimant
- Child's immunisation records (find this by logging into my.gov)
- Child's medical action plan (if relevant)
- Child's Medicare details
- Child's private health insurance details (if relevant)
- Ambulance cover (if applicable)
- Your doctor's details
- DOB, phone number and address of other adults able to pick up your child.

Step by Step Process

1. Contact Centrelink to get a CRN (Customer Reference Number) and apply to do an income assessment to see if you are eligible for the Child Care Subsidy.
2. Once you have your CRN, go to our enrolment page on our website commsatwork.org/school-hours-care-enrolment-enquiry/
3. Create an enrolment account (if you don't already have one) in our website Enrolment Portal. (Username is your email address. Create your own password).
4. Put in the Guardian and Child information and select your days and hit submit.
5. You will then receive an email with a temporary password.
6. Follow the link in the email and update the password. It will take you to our enrolment portal homepage.
7. View your bookings (bookings in orange are offered, days in green are waitlisted)
8. Click on 'Complete Enrolment'.
9. If your child has any allergies or behaviour diagnoses, our Inclusion Support Team will contact you before confirmation is sent.
10. Your booking will be confirmed once you receive an email from the Enrolments Team.
11. Create a MyGov account (if you don't already have one). Go to the MyGov website at my.gov.au, create an account and accept your enrolment. This is important to make sure there aren't delays with the child care subsidy being applied (if you are eligible). Otherwise you may be charged full fees.
12. Set up your direct debit in our Enrolment Portal.

COME VISIT US!

We invite you to visit your OSHC service before your child starts their journey with us. You can meet our team, and importantly your child can meet the educators and become familiar with the OSHC environment before they begin. We'd love to see you!
