



Welcome to Happy Valley School Age Care (HVSAC). We are a service run by the Happy Valley State School P&C Association. We are located on Happy Valley State School grounds, in the blue pool fenced building next to the School office. Our service offers Before School Care (BSC) 6:30-8:30am and After School Care (ASC) 2:30-5:30pm during school terms, and Vacation Care (VAC Care) 6:30am-5:30pm during school holidays. Our hours of Administration vary, depending on our staff shifts, so if you wish to speak with our Coordinator please call us on 0499 995 812 to organise a meeting or alternatively visit during our operation hours.

HVSAC is an Approved Service which allows families to claim the Child Care Subsidy (CCS). CCS is financial assistance offered to families from the government to help with childcare fees, CCS will cover part of the full fee for eligible families, requiring only the gap fee to be paid by families. CCS is generally paid direct to the childcare service your child is enrolled in each day on behalf of your family. Families can apply for CCS through Centrelink. Meals are provided during our sessions. Please see our full fees (Prior to ccs) and meals included below for each session:

BSC- \$25 per child per session- Includes Breakfast

ASC- \$30 per child per session- Includes Afternoon Tea

VAC Care- \$70 per child per session (early bird rate of \$65 per child per session with bookings made prior to a specified day each term)- includes Breakfast, Morning Tea, Lunch and Afternoon Tea.

*\*Please note, fees are subject to change*

We are assessed under and follow the National Quality Framework (NQF), We currently hold a rating of **Meeting Nations Quality Standard** which is a great achievement. We provide engaging programs that are supported by the My Time Our Place Learning Framework.

Prep children who attend BSC are dropped off at their classroom at approx. 8:25 each morning and Prep children attending ASC are picked up from their classroom at 2:30pm. All other Grades are required to make their own way to and from their classroom.

To be placed on our waitlist, families are encouraged to complete our 'Waitlist Form' overleaf and return it ASAP.

**PLEASE RETURN FORMS TO HAPPY VALLEY SCHOOL AGE CARE ONLY. IN PERSON OR VIA EMAIL TO [happyvalleyasc@gmail.com](mailto:happyvalleyasc@gmail.com).**

Families will be put on the waitlist once a HVSAC service representative has received this completed document.

*HVSAC will not be responsible for the misplacement or not receiving of waitlist forms handed into Happy Valley State School, so please ensure you drop them into our service during our opening times outlined above or email them.*

If you would like further information, please do not hesitate in contacting me on 0499 995 812 or via the above email.

We look forward to assisting you in your future Outside School Hours Care requirements.

Kind Regards

Charlie Bell

HVSAC Service Coordinator



## HAPPY VALLEY SCHOOL AGE CARE WAITING LIST FORM

**PLEASE RETURN TO HAPPY VALLEY SCHOOL AGE CARE IN PERSON OR VIA EMAIL:**

[happyvalleyasc@gmail.com](mailto:happyvalleyasc@gmail.com)

Your family will be placed on our Waitlist as soon as we have received your completed form **in our service** (email or in person). We will not be responsible for waitlist forms that are handed back to school. Unfortunately, our waitlist can be quite extensive, we will be in touch when we have any positions to offer you.

Application Date:			Requested Care Start Date:			
Family Name:			Childs Name:			
Childs Date of Birth:			Grade:			
Name & Grade of school attending:			Male/Female			
Please tick all <b>REQUIRED</b> days of care for <b>REQUIRED</b> care sessions below.						
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	ROSTER/CASUAL CARE (please provide a copy of roster)
BEFORE SCHOOL CARE						
AFTER SCHOOL CARE						
VACATION CARE	Would you like to receive Vacation Care Correspondence? Yes/No (if yes please also provide email address below) Correspondence for Vacation Care will be emailed out by week 5 each term for days for the upcoming Vacation Care. Position will be given on a first in first served basis.					

<b>FAMILY CONTACT INFORMATION</b>	
Guardian Name:	Guardian Name:
Relationship to Child:	Relationship to Child:
Address:	Address:
Phone: Mobile	Phone: Mobile
Home:	Home:
Preferred Email:	Preferred Email:

**Reason for Care: (work commitments/socialisation etc)**

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The information provided above is correct at the time of signing. I agree to keep my child's details up to date so the service has all the relevant information to contact us when positions arise.		
PARENT SIGNATURE:	NAME:	DATE:

<b>ADMIN USE ONLY:</b>	
DATE RECEIVED:	
POSITION OFFERED? YES/NO- (please state days offered)	
PLACED ON WAITINGLIST? YES/NO	
SERVICE REPRESENTATIVE NAME: _____	SERVICE REPRESENTATIVE SIGN: _____
COORDINATOR SIGN: _____	