

27<sup>th</sup> March 2020

Dear Families

With the Government making the decision to close schools, I want to reassure you that OSHC and Vacation care will continue to operate over the pupil free days and school holidays for children who aren't able to be safely supervised at home, including children of essential workers.

OSHC will open for the Pupil Free Days on 6<sup>th</sup> to 9<sup>th</sup> April 2020. Bookings are now open for these days and Vacation Care, and I ask that you contact us immediately to make your bookings. Numbers are limited, and if you haven't had a confirmed booking your child will not be able to attend.

New enrolments are welcome and enrolment packages are available upon request.

In the interest of our student, staff and community safety regarding COVID-19 we have some new rules that will come into effect immediately.

To support safe practices, we ask that Parents / Caregivers do not enter into the service, and that you ensure you do not bring other children or families members along with you. Signing in / out will be done outside the door. The door will remain closed and staff will meet your children at the door. Staff will support your children with their belongings and routines.

If children present with any cold / flu like symptoms they must not attend. If these symptoms appear whilst in care, children will be supported to be removed from the group and sent home.

Children MUST have their own labelled drink bottle. They are able to have their drink bottle refilled throughout the day, however cups will no longer be available.

To enact social distancing and to minimise gatherings amongst the children we will be staggering meal times with children, monitoring number of children using the bathroom at once and dividing children up into separate areas including indoor and outdoor spaces with no more than 12 in one room. Staff will provide activities that support social distancing.

Cleaning practices have been increased dramatically, with surfaces and areas sanitised regularly throughout the day.

Handwashing and sanitising will be promoted and expected throughout the course of the day.

We thank you for your continued support and understanding and reassure you that staff are making every effort to ensure children are safe and supported during this time.

Kind Regards

**Karen**😊

Karen Willis  
OSHC Director