

Child Care Subsidy (CCS)

Child Care Subsidy is available to most families. To register and find out more call Centrelink on 136 150.

Fee Payment Policy

Permanently booked positions are to be paid for the days for which the child is enrolled whether the child attends or not, except for public holidays and Department of Education gazetted school holiday periods.

Fees are to be maintained at 2 weeks in advance at all times. If fees are not maintained, care may be canceled. Any reduction in days permanently booked requires 14 days notice.

The preferred payment method is by direct debit. You may contact the administration office and pay over the phone with a credit card.

All account enquiries are to be directed to our Administration staff during office hours.

Parents must notify the service and speak to an Educator/ administration officer, or leave a message on the Service phone if their child is not attending on his/her regular day. A fee (as per Council schedule) will be charged for failure to notify, in advance of a child's planned absence for an afternoon session.

Educators

Experienced and trained Educators will be responsible for the care of your children through preparation and implementation of a daily program of activities.

All permanent Educators are trained in First Aid, Asthma & Anaphylaxis. Educators at the service are supported and supervised by a qualified and experienced Outside School Hours Coordinator as well as Council's Childcare Coordinator.

To contact us

Administration Office

Monday to Friday 9am to 4:30pm

57-59 Port Stephens Street, Raymond Terrace

thrivekids@portstephens.nsw.gov.au

02 4988 0308

[PORTSTEPHENS.NSW.GOV.AU/THRIVEKIDS](https://www.portstephens.nsw.gov.au/thrivekids)



A PORT STEPHENS COUNCIL COMMUNITY SERVICE



Raymond Terrace

Raymond Terrace Public School
Swan Street, Raymond Terrace

OOSH 6:30am-8:30am and 3pm-6pm

Vacation Care 6:30am-6pm

Phone 0429 125 742

Administration

Monday to Friday 9am to 4:30pm

Phone 4988 0308

Attendance

Raymond Terrace OOSH caters for children from Kindergarten to Year 6 on a full-time or casual basis as positions are available. The service provides up to 60 positions at each session.

Care is also available on some Pupil Free days.

Morning session

6:30am to 8:30am

Afternoon session

3pm to 6pm

Fees as per the current Port Stephens Council Fee Schedule.

Vacation Care

Operates during the NSW Public School Holiday Period from 6:30am to 6pm daily. The educational program may include; special lunches, craft and game workshops, exciting guests, incursions, excursions, craft, indoor and outdoor play and much more.

To secure positions, you must book the days you require.

The service provides up to 60 positions at each session.

Activities

The program includes art, craft, indoor/outdoor games, sport, drama, music, cooking and reading.

Healthy snacks are provided for afternoon tea. Breakfast is available for children arriving before 8am.

Transport

Raymond Terrace Public School children are supervised to the playground at 8:30am.

For after school care, Raymond Terrace children line up out the front of the school canteen where an Educator greets them and signs them into the service.

Children arriving by bus will catch the bus to Raymond Terrace Public School and walk into the parent entrance to the service, where an Educator will greet them and sign them in.

The service is only responsible for your child/children whilst in our care. The responsibility of conveying your child/ren to and from the Service remains with you.



Guidelines

To ensure our service is a happy and safe environment for all children and Educators we have some important guidelines. Children and Educators develop these guidelines together and cover the areas of safety precautions, individual rights, respect for others, teamwork and expectations.

Educators will provide parents with regular feedback about their child's wellbeing. Parents are welcome at the service at any time. Parents may contribute to planning for the service by contacting the service through our communication platforms.

All policies are available at the service.

Service policies and procedures are guided by the requirements of the Australian Children's Education & Care Quality Authority.



Please be aware it is our statutory obligation under the Child Care and Protection Act to report incidents of suspected Child Abuse / Neglect. In the interests of child protection relevant information we hold about you or your child may be shared with other authorised organisations.