



# Macarthur Early Learning Long Day Care Service



# Centre Information

Approved Provider – Little Prodigies Pty Ltd  
Centre Director – Laura Packer

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Operating Hours: Monday to Friday 7:00am to 6:00pm

Operating 50 weeks of the year (Closed for 2 weeks over Christmas and New Year)

This booklet outlines topics you will need to be aware of while being enrolled at Macarthur Early Learning. It is important that you read over this booklet and ask questions about matters that you may need clarification on or do not understand.

**Our Centre has an open-door policy. You and your family are welcome to visit the Centre at any time during our operating hours.**

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## Introduction

Welcome to Macarthur Early Learning!

We pride ourselves in being a privately owned family business!

We know that finding a new childcare centre can be hard, but here at Macarthur Early Learning our aim is to provide a warm, secure, and nurturing environment where children can develop their intellectual, social, emotional, physical, aesthetic skills to become competent and confident individuals. Also, for you as a parent, guardian, or caregiver, we believe it is just as important for you to feel safe that your child is receiving the best duty of care in at long day care service.

We believe the best way to achieve this with you and your child is by building a partnership.

#### Macarthur early Learning Goals –

- To make every child feel secure in the early learning environment.
- To develop each child's sense of self.
- To allow everyone to develop intellectual abilities at their own pace.
- To help develop children socially and emotionally by making them aware of all the emotions which can be experienced and teaching them to deal with those emotions in an acceptable way.
- To develop children's creativity and self-expression through art, language and music with the emphasis being placed on the doing, not the result.
- To help children develop confidence in their physical abilities by providing activities to encourage both fine and gross motor skills.

#### Overall Rating: Exceeding in National Quality Standards

Quality Area Ratings:

- 1 Exceeding NQS
- 2 Exceeding NQS
- 3 Meeting NQ

- 4 Meeting NQS
- 5 Meeting NQS
- 6 Exceeding NQS
- 7 Exceeding NQS

# Our Centre Philosophy

We would like to acknowledge the traditional custodians of this land. We would like to pay respects to the Elders past and emerging.

Macarthur Early Learnings statement of philosophy is based off the acronym 'M.E.L'

## M - Meaningful Relationships

All educators strive to create and maintain meaningful relationships with all children, families and communities connected to the service. These relationships are respected and valued, promoting a safe, secure, and supported presence at the service. Visitors will always be greeted with a smile. The basis of these relationships are created to collaborate a significant involvement with families for the children. As we create curriculum decisions based on their interests, ideas, and individual goals. These relationships and partnerships with stakeholders come with cultural contributions and acknowledged their importance in our curriculum. We actively acknowledge and understand all children have the right to obtain quality care and education within a safe and supporting learning environment through the 'Rights of the Child' and the 'ECA – Code of Ethics'.

## E - Exploration in the Environment

Our environment is celebrated through indoor and outdoor spaces. We use our environments to support learning through play-based interactions. These spaces are designed to maximise children's engagement with a variety of areas provided within each environment. Our service and the 6 rooms within it, provides children and families to discover exploration and investigation guided by their interests. The environment focus is to provide a safe, secure world in which the children's happiness and sense of belonging is paramount. We believe it is important to create spontaneous learning through different environment spaces: Indoor environments to assist with social and emotional skills, outdoor environments to develop understanding on the world around them, sustainability, and the great outdoors.

## L - Learning and Leadership

In our early childhood and care service, our educators believe and value the concept of play-based learning to educate and guide children. With the focus to let them explore freely and gain positive relationships with learning. The teaching and education pedagogy displayed across the service in our program and practice is based off the Early Years Learning Framework (EYLF) and the National Quality Standards (NQS). We forward plan, assess, intentionally teach, and scaffold through holistic approaches both individually as well as group-based interests. Our educational program is flexible, encouraging children's learning to develop organically in their own time. We also have structured play time which reflects on each environment's interests, strengths, and potential. We encourage all learning experiences that are meaningful and engaging and not restricted the normalised expectations or limitations as each child can be challenged different and respected in our ongoing curriculum.

## Voices that shape our philosophy

Alfred 4 years old–

"I love the activities my favourite teachers set up and building blocks with my friends."

Brooke – Educator  
"Supportive and inclusive team and community environment."

Raya 3 years old–

"Playing outside and on the slide."

Emma – Parent  
"Warm and welcoming, sense of safety and security for my child at the service."

# Child Care Subsidy

The Child Care Subsidy is the main way the Government assists families with their child care fees. The Child Care Subsidy that commenced on 2 July 2018:

- replaced the Child Care Benefit (CCB) and Child Care Rebate (CCR) with a single, means-tested subsidy
- is generally paid directly to child care providers to be passed on to families
- is simpler than the previous multi-payment system
- is better targeted and provides more assistance to low and middle income families.

## Child Care Subsidy Eligibility

Some basic requirements must be satisfied for an individual to be eligible to receive Child Care Subsidy for a child. These include:

- the age of the child (must be aged 13 or under and not attending secondary school, except in certain circumstances where an individual may be eligible for a child who does not meet this criteria, such as children with a disability or medical condition in certain circumstances)
- the child meeting immunisation requirements
- the individual, or their partner, meeting the residency requirements listed in the legislation.

In addition, to be eligible for Child Care Subsidy the individual must be liable to pay for care provided, the care must be delivered in Australia by an approved child care provider, and not be part of a compulsory education program.

## Child Care Subsidy entitlement

There are three factors that determine a family's level of Child Care Subsidy. These are:

- Combined Annual Income
- [Activity test](#) – the activity level of both parents
- [Service type](#) – type of child care service and whether the child attends school

The Child Care Subsidy is generally paid directly to service providers to be passed on to families as a fee reduction. Families make a co-contribution to their child care fees and pay to the provider the difference between the fee charged and the subsidy amount. There is also targeted additional fee assistance for vulnerable families through the [Child Care Safety Net](#)

For information on who can claim, how to claim, please follow this link: <https://www.servicesaustralia.gov.au/child-care-subsidy>

Source - <https://www.education.gov.au/child-care-subsidy-0>

# Overview of the Service

## The Daily Routine –

Although the routines of each room/age group will vary, the same aspects are contained in each. We endeavour to provide a home and family environment at the Centre where the children always feel comfortable and secure, and our daily routines reflect this.

Throughout the day the children will be experiencing a variety of different activities which are part of the educational and developmental programs operated by all of our staff.

Each room will display their routine in the rooms, and these are available for parents to read and questions regarding this can be answered by the appropriate staff members. In place are both summer and winter routines, which adapt to weather conditions.

## What to bring before commencement of enrolment –

- Completed enrolment form
- Copy of child's birth certificate
- Copy of Medicare Immunisation Record (Found on the MyGov website in the Medicare link) this is to be the official report from Medicare. Screenshots will not be accepted.
- Upfront payment of two weeks of children's fees

## Services Offered –

Long Day Care setting for children aged 8 weeks to 6 years

Full educational program across all rooms in the service

School readiness program

Inclusion support

Bi-lingual support

Additional needs and NDIS Funding



## What Macarthur Early Learning provides daily –

### Meals –

All meals are provided daily, this includes breakfast, morning tea, lunch, afternoon tea and late afternoon refreshments by our qualified cook. Macarthur Early Learning offers seasonal menus in a 4-week rotation. All seasonal menus are reviewed by the NSW Department of Health and Munch and Move program and we proudly display this certificate in our foyer.

### Supplies –

Nappies provided up to 3 years. Pull up or training pants are not provided

Wipes for nappy changes

Sudo Cream for nappy rash

Insect Repellent may be used during Spring/Summer Months

Cancer Council Kids 50+ UV Sunscreen

Sheets and blankets are provided in the 0–1-year room (Sheets will remain at the service and be laundered daily) Spare hats if needed

Cots (0-1 age group) and Stretcher beds (1-5 age groups)

## Age Groups

The service offers 5 age-appropriate learning environments which aim to promote a spacious, warm, and inviting play spaces for all our children during their care at Macarthur. The rooms will be offered according to age, developmental needs and availability.

Our rooms include:

The Joeys room (Age 0-1)

The Koala's room (Aged 1-2)

The Wombats room (Aged 2-3)

The Wallabies room (Aged 3-4)

The Kangaroos room (Aged 4-5)

# Children

The introduction into childcare can be new, exciting and fun for the children. At times, children may find it difficult to separate from families and vice versa. At Macarthur Early Learning, we aim to make the children and families welfare and happiness the priority for all staff when welcoming them into the service. It is recognised that each family will vary in the orientation process and the service director and staff will achieve to meet the individual needs as best as possible.

Below outlines some helpful hints for parents on settling their child into care:

- Make sure you familiarise your child with the environment and the people in the environment (children and adults) by coming in for visits (transition time) before commencing care. The transition time is time spent in the child's allocated room for a short period of time (30 minutes – 1 hour) to get to know the educators, children, and the environment before commencing. Please note that during transition time, the parent/caregiver is not allowed to leave the premises. We have a sitting area in the foyer to relax in or the time can be spent in the room with the child.
- Try to talk at home about childcare. Mention the names of the staff and other children (if known). Talk about the things the child will be able to do at childcare that are fun and enjoyable.
- Provide blanket or comforter to support your child when they are separating from you or settling to sleep. This can help your child feel more secure.
- If your child is unsettled, short visits with you will help your child to gain trust with an unfamiliar environment. We may suggest shorter day when starting out. Slowly progress the length in hours each day the child attends.
- Talk to the staff about your child, for example, what they like to do; successful ways of settling them to sleep; foods they like and dislike and so on. This helps staff to get to know your child.



- It sometimes helps to establish a routine when leaving.

What to Bring – Please ensure all your child's belongings are clearly labelled.

### 0 – 2 years

- Breast milk or Formula in dispenser. If child attends 5 days, we recommend leave a formula container at the service.
- Bottles – pre-measured with filtered water
- Dummies
- Any comforters the child may have. Including blankets, security toys or anything that may smell like home.
- A wide brimmed hat
- Plenty of changes of clothes
- Drink bottle 0 – 2 years
- Bottles for rest time (Cow's milk is provided)
- Any comforters the child may have. Including blankets, security toys or anything that may smell like home.
- A full brimmed hat
- Spare clothes including weather appropriate clothes and additional underwear for toileting children
- Drink bottle
- A set of sheets (Cot or single size Flat and fitted)

### 2 – 3 years

- Any comforters the child may have. Including blankets, security toys or anything that may smell like home.
- A wide brimmed hat
- Spare Clothes, including weather appropriate clothes and additional underwear for toileting children
- Drink bottle
- A set of sheets (Cot or single size Flat and fitted)

### 3 – 5 years

- Spare Clothes, including weather appropriate clothes and additional underwear for toileting children
- A wide brimmed hat
- A set of sheets (Cot or single size – Flat and fitted)
- Drink Bottle, clearly labelled
- Pull up or training pants if toileting

### Birthdays –

Your child's birthday is a special event in their life. To celebrate your child's birthday, you are welcome to bring in a cake. For health and hygiene reasons we suggest cupcakes. Please check with your child's teacher prior to birthday, in case of other children having special dietary requirements or allergies.

### Clothing –

Macarthur Early Learning is a SunSmart service! Parents are encouraged to send their children in comfortable, sun safe and inexpensive clothing. T-shirts and clothing that cover shoulders are permitted as well as closed in shoes.

Please avoid tongs, singlet or thin strapped shirts or dresses, to ensure our duty of care to our sun safe practices and to avoid harsh UV rays on sensitive areas on children's shoulders, chests, and backs.

Macarthur Early Learning loves to promote messy play with paints, clay, sand, water, and mud. We do wear smocks and paint shirts, and our paints are non-toxic water-based paints that do come out in the wash, but please ensure they are wearing comfortable and inexpensive clothing.

*Please note:*

*The service will only have a limited supply of spare clothing. Please supply at least one change of clothing and underclothing in case of accidents, this includes underwear, socks, singlets etc.*

Belongings and possessions brought in from home –

Macarthur Early Learning discourages toys brought in from home and we will not hold any responsibility for any toys being lost or broken. Please be reassured security items are acceptable.

Behavioural Guidance –

Staff follow a Behavioural Guidance Management Procedure, outlined in our 'Relationships with children' Policy. This policy allows children to develop self-awareness, a respect for others and for property and respect for self.

At Macarthur Early Learning we aim to ensure that all educators form positive relationships with children that make them feel safe and supported within our Service. Educators will encourage and engage in positive relationships between children and their peers as well as with educators and volunteers at the Service.

If you require further information on this policy, please scan the QR Code here:

Rest and Sleep –

Sleep and Rest periods are promoted here at Macarthur Early Learning. Across all rooms at the service, we follow strict Red Nose SIDS guidelines when it comes to safe sleep practices. Please feel free to discuss your child's rest needs with staff.

The Early Years Learning Framework –

All staff at Macarthur Early Learning will hold or be working towards their Certificate III or Diploma in Children's Services or may be working towards or have completed their Early Childhood Teaching Degree.

This means our educators are trained professionals that hold experience in a long day care, early childhood education and care environment. Due to this high standard of professional development, our staff can provide progressive and educational programs for each group of children while following the curriculum under the Early Years Learning Framework.

The EYLF describes the principles, practices, and learning outcomes that are essential when supporting and enhancing young children's learning from birth to five years. The Framework has a strong emphasis on play-based learning as play is the best vehicle for young children's learning, providing the most appropriate stimulus for brain development. The Framework also recognizes the importance of communication and language (including early literacy and numeracy) and social and emotional development.

The EYLF also promotes children's choice and sense of autonomy within the program. To embed this into your child's learning environment, children's goals, interests, and family input will be gathered by the educators.

## Program and Practice – Daily Curriculum Owna

# Parents

### Communication –

At Macarthur Early, communication between staff and parents/caregivers is important. While we understand that mornings and afternoons can be a busy time, there are however, different methods of communication available to the service such as,

- Newsletters
- Phone calls
- Emails
- Newsfeed on our interactive app
- Letters
- Face to face communication at the service
- Surveys or input sheets

### Staff Communication –

Upon arrival to collect your child/ren from care, the staff will verbally share moments, achievements, and general messages regarding your child's day. This will also include information regarding your child's eating and sleeping patterns. This information can also be found on the OWNA application.

Staff will contact parents and or emergency contacts in the event of an incident, illness and to share any curiosity information regarding your child.

### Confidentially and Discretion –

Information received through written and spoken communication with families will be treated with discretion.

At any time if you require a **private discussion with our staff**, please inform us. This can happen face to face or by phone.

### Court Orders –

Parents must notify the service if there are any court orders affecting residency of their children. We request that a copy of the court order is provided to the service. This will be placed into the child's file and kept confidential and private. Staff will be made aware, who educate and care for you child directly to ensure the safety of your children during their time at the service. Unfortunately, without a court order we cannot stop a parent collecting their child.

## Arrival and Departure –

For safety and security reasons all children must be signed in on arrival and signed out on departure via the Kiosk Electronic system. On the service enrolment form it will state in case of emergency contacts. These contacts will be able to drop off and pick up your children from the service, when notified by the primary caregiver. On their first visit,

identification needs to be shown to the Nominated Supervisor or Responsible Person on duty to authorise the collection. Under no circumstances can child be allowed to leave the service with a person who is not stated on the enrolment form. In the event, a person who is not an emergency contact outlined on the enrolment form attempts to collect your child from care, the Nominated Supervisor or Responsible Person on duty will contact the primary carers for confirmation of collection.

## Grievances, Complaints and Feedback –

Feedback from the families, is valued and respected. Any grievance, complaint or feedback is encouraged to be brought to the attention of the service immediately. You can discuss this with the Nominated Supervisor, Responsible person on duty or a trusted educator via face-to-face communication, over the phone or via email. When any matter is raised, the centre will be following our Grievance Procedure Policy.

## Commencement Fees –

Prior to starting in care, a booking fee of \$100 will be requested to commence the enrolment procedure. This amount is a non-refundable deposit that is required to secure your booking. This booking fee will be applied to your account in payment of fees once your child starts care.

## Centre Fees –

### Accounts

On your first week at our Centre, you will be required to pay two weeks fees, to which then you will receive a statement outlining our next billing cycle. Any change to your financial income will alter your fee structure. Please be sure to advise our Centre and FAQ's (13 6150) if this occurs. Macarthur Early Learning encourages payments to be set up in OWNA with payments being direct debited weekly.

### Late Fees

Please note that Macarthur Early Learning must legally close by 6 pm sharp. If your child is collected from the Centre after 6.00pm, it is important that you call ahead to advise the Late staff that you will be late to collect your child, However, you will be charged a late fee, per child, which is \$30.00 if your child is collected between 6.01 to 6.15 pm and \$60.00 if your child is collected between 6.16 pm and 6.30 pm. This will be added onto your account in the next billing cycle. The fee will cover staff's overtime pay.

Our dedicated staff also have families to go home to, and although they receive overtime payments when families are late, it is inconvenient to their own families.

## Attendance and Absence

Once a child is enrolled at the Centre, payment of fees must be continued during the child's absence for illness, **public holidays**, holidays, etc. When a child is absent for any reason the centre must be notified this can be done through

email, over the phone or through the service app OWNA. The Centre operates for 50 weeks of each year; the only period during which we are closed is Christmas/New Year and Public Holidays. During this time, you will not be charged for your child's fees.

## Absences

### **We would kindly request to please call or notify the centre of any absences**

As a part of Child Care Subsidy, each child in care is entitled to 42 days absences (sick, public holiday, holidays etc) per financial year. Once the 42 days have exhausted, full fees will be charged for any further absent days or public holidays. Any absences exceeding the 42 days per year, will need the support of a medical certificate to be applied as an additional absence. Please bring in a medical certificate if your child is away due to illness.

**Please note all absences are still payable to the Centre.**

## Waiting List

When our rooms have full enrolment, children's names will be put onto a waiting list. Once a position is vacant, parents are then contacted about available placements. When parents wish to change days to other days, this can be effective immediately providing the group enrolment is not full. If it is full the child's name will be placed on a waiting list. Once a position is available, days will then be adjusted. Our waiting list does give priority to working parents as per Australian Government Priority of Access Guidelines.

## Notice of Withdrawal

It is our policy that parents must give two weeks written (14 days) notice before they withdraw from the Centre. If notice is not given, 2 weeks of fees will be added onto your account. If a child does not attend during the 2 week notice period, full fees are payable (that is with no child care benefit reduction) unless the absence is accompanied by a medical certificate.

At the time of cancellation, up to an eight week period may elapse before families receive any money owed to them. The Centre will ensure families accounts are reconciled with the Family Assistance Office, prior to refunds being forwarded. Refunds are forwarded via cheques or direct deposit into the nominated account.

## Health & Safety

The Centre provides a healthy and safe environment for all children, staff and families to grow and develop in – as such the Centre has a health and safety and hygiene policy regarding illnesses and medications. Children with contagious illnesses are required to be kept at home and a doctor's certificate must be presented to show that the infection cannot be passed when the child returns to the Centre.

## Food Allergies

Macarthur Early Learning is a nut FREE and allergy aware centre. If your child has an allergy, you will be required to complete an 'Allergic reactions plan in consultation with your doctor'. It is important that upon enrolment within the service, that the centres Nominated Supervisor is made aware of your child/rens allergies so that appropriate measures are put in place while your child is attending the service.

## Illness

NO CHILD will be admitted with obvious signs of any contagious infection or illness. Our policy states the incubation period, symptoms and exclusion periods of such diseases. Children are not able to attend the service if they have been administered any pain relief medication within 4-6 hours of attending the service. Macarthur Early Learning

recognises a temperature of 38.0C or over as a means for exclusion as this can represent the signs of a child being unwell. If a child is excluded from the service due to a temperature, they will be excluded for 24hrs from their last temperature above 38.0C. The exclusion period also applies to suspected gastroenteritis, more than two consecutive vomits or loose stools.

## Medication

A medication form must be completed and signed by parents before any medication will be given. All prescription medication must be prescribed for your child and not another family member- unless stated otherwise by a doctor's certificate. Medication must be in date and in its original packaging with a pharmacy label. The medication form will be completed on the service App OWNA.

The medication must be handed to a staff member to be stored in a locked container in the fridge. Please DO NOT leave medication in your child's bag.

Any child who has commenced an antibiotic must not attend the Centre for 24 hours from commencement.

## Asthma

The Centre aims to provide a safe environment for children who have asthma. It is Centre policy that an "Asthma Action Plan" be completed by parents/guardians in consultation with the family doctor. As week as the Asthma Action plan, a medical conditions risk assessment will be completed by the service upon enrolment. It is also a requirement that the record plan be reviewed by your family doctor as circumstances change. This must be completed and returned before enrolment commences. Asthma Puffers, Spacers and Face masks should be held at the service throughout the duration of the child's enrolment. Asthma puffers will need to be replaced once expired, this will be the families responsibility to replace the puffer.

## Sun Protection

**Macarthur Early Learning is a Sun Safe Service.**

Macarthur Early Learning encourages parents to ensure the children bring in a wide brim hat to wear during outside activities. Please be sure to avoid Base balls hats and visors as they provide little to no protection for the UV. These must be clearly labelled. If your child is arriving at the centre before 8am in the warmer months, children will be provided with sunscreen as they entre the service, as often children will be gathering outdoors.

## Incidents and Injury

In case of an incident or injury occurring at the service, one of your child's educators or the nominated supervisor will contact parent. As a matter of extreme importance parents must ensure that the service has up to date emergency contact numbers. An incident report will be filled out, outlining the incident, and signed by the staff who observed and administered first aid, as well as any witnesses.

## Emergency Drills

Throughout the year the service will hold emergency drills which occur quarterly during our safety weeks. With the ongoing drills and practice, we aim to conduct all drills or emergency evacuations in a well-organised, calm, and

orderly manner. Also, staff will be trained in using the fire extinguishers that are in the Centre. An emergency evacuation plan will locate at each emergency exit, clearly labelled with a 'You are Here' sign for easy location.

## Macarthur Early Learning Safety Protocols

We welcome all feedback regarding the safety of our centre. If you see something that concerns you regarding safe work practises, the safety of building and equipment or general OHS, please contact the office immediately.

## Staff

Suitable qualified staff are employed in all age groups and the child staff ratios are adhered to according to Licensing requirements. All staff will have their Senior First Aid Certificates, working with children checks completed and attend regular staff meetings. Our staff are regularly involved and encouraged to attend further development and training. We aim for our Centre to be unique in that all our staff will have had training and experience in the childcare profession. For further details on the qualifications of the staff, please see our office staff.

## Family Skills, Interests and Talents

We welcome all family members to our service, and we encourage when possible, for families to be involved in your child's program. There are many ways for your family to be involved. We understand that our busy lives can't always afford the time, however any contribution no matter how big or small is much appreciated. Here are just a few ideas.

## Your Occupation

Your child loves you and when they get to childcare all they talk about is you. You are the most important person in their world. We welcome all parents to the centre to talk about their occupation or hobby. Everything parents do interest children, and these talks are the best educational resources you can provide for the centre. After occupational discussions we use it in our programming and the ideas explored from parent talks can last for weeks.

## Your Home Culture

Your home culture is most welcomed in our centre. We would greatly appreciate if you were able to share with our centre aspects of your culture and family life. This would assist us to enrich the lives of all our families and children.

## Reading (especially good for grandparents)

Children love to be read to. If you or your parents have the time, please contact your room staff to organise a day for reading.

## Recycling

We are always on the lookout for recyclable items for the rooms. Empty food containers, ribbons, wrapping paper, towel tubes, paper or anything interesting from your work is much appreciated.

## Family Photos

Our aim is to create a warm, friendly, and homely environment. One way we like to achieve this is by having family photos displayed. Please bring in a copy of your family for us to display in the room or send via email to our office.

### Concerts, Shows and Special Events

Our centre organises special events throughout the year and these events will be visible on the calendar of events on OWNA.

### Conclusion

We guarantee your child will have a happy, safe, and secure relationship with the Centre and its staff and that the time he or she is in our care will be positive and fulfilling.

**Reviewed November 2022**

**To be reviewed November 2023**



# Important Contacts and Information for Families

The centre provides families with current information on child and family resources and services accessible in the local community.

<b>Department of Community Services</b>	<a href="http://www.community.nsw.gov.au">http://www.community.nsw.gov.au</a>
<b>Department for Communities</b>	<a href="http://www.community.wa.gov.au/DFC/Resources/ChildCare/">http://www.community.wa.gov.au/DFC/Resources/ChildCare/</a>
<b>Department of Community Services</b>	<a href="http://www.community.nsw.gov.au/welcome_to_docs_website.html">http://www.community.nsw.gov.au/welcome_to_docs_website.html</a>
<b>Department of Disability, Housing and Community Services</b>	<a href="http://www.dhcs.act.gov.au/">http://www.dhcs.act.gov.au/</a>
<b>National Childcare Accreditation Council (NCAC)</b>	Level 3, 418A Elizabeth Street SURREY HILLS 2010 Phone: 1300 136 554
<b>Sydney (State Office)</b>	Level 8, 255 Elizabeth St, SYDNEY NSW 2000 Phone: 1-DEEWR (133 - 397)
Australian Children's Education Care and Quality Authority (ACECQA)	Level 15, 255 Elizabeth St, Sydney NSW 2000. Phone: 1800 181 088
<b>Family Assistance Office</b>	Phone: 13 6150

<ul style="list-style-type: none"> <li>• <b>Australian Childhood Immunisation Register</b></li> </ul>	<p>Phone: 1800 653 809</p>
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## Local Contacts

Community and Health Resources Centre	(02) 46292111
Aspire Intervention Services	(02) 6552641
Royal Institute for Deaf and Blind Children	(02) 9872 0826
Occupational Therapist (Paediatric)	(02) 46 256405
Emergency Services	000
Hospital	(02) 46 219111
Fire Station	(02) 46 252709
<b>Local Immunisation Clinic</b>	(02) 46 454605