



## **Hours of Operation**

### **POLICY STATEMENT**

Coowarra OOSH seeks to provide operating hours that meet the need of the families in the community.

### **PROCEDURE**

Coowarra will operate before and after school care during all NSW government school terms from Mondays to Fridays for the following hours:

Before school 6:30am – 9:00am  
After school 3:00pm – 6:30pm  
Vacation care 7:00am - 6:00pm  
Pupil free days 7:00am - 6:00pm

Coowarra OOSH will open for vacation care days during NSW government school holiday periods, except for three weeks over the Christmas period when we have our annual close down. These dates are decided upon each year by the management committee.

Coowarra OOSH will open on Blackwell Public school pupil free days.

Coowarra OOSH will open on teacher strike days when there is no supervision at the school. When there is minimum supervision, children will be taken to school as usual.

The centre will be closed on Public Holidays. During Vacation Care if a Public Holiday falls on a Tuesday or Thursday the Service will be closed on the Monday before the Tuesday and the Friday after the Thursday.

All parents will be notified of any closures on the notice board or through newsletters and email

No children are to be left unattended at the centre outside these hours. Please refer to the Dropping Off and Picking Up Children Policy for further information regarding these procedures.



## Coowarra Out Of School Hours Care Service Inc

### CONSIDERATIONS

| Education and Care Services<br>National Regulations | National<br>Quality<br>Standard | Other Service<br>policies/documentation                                                |
|-----------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------|
|                                                     |                                 | <ul style="list-style-type: none"><li>- Fee Policy</li><li>- Parent Handbook</li></ul> |

UPDATED AND ENDORSED: March 2025

DATE FOR REVIEW AND EVALUATION: May 2030