

## Illness/Health

If your child has suffered from any illness in the previous 48 hours, please see the Director.

The Centre endorses the Health Departments' Immunisation Program.

To ensure that a healthy environment prevails children are not permitted to stay when ill.

Parents must apply sunscreen before arriving at the Centre.



## Settling Your Child

If possible, call and have your child visit before he / she commences.

Talk to your child about the Centre at home.

Settle your child, but do not prolong your leave - always farewell your child.

## What to Bring

- ✧ Hat
- ✧ Change of clothes
- ✧ Nappies.
- ✧ Baby Wipes
- ✧ Dummy (if the child uses one) and a hygienic container
- ✧ Special comforter (to help child feel secure)
- ✧ Healthy food and drink
  - ☺ Fruit for morning tea
  - ☺ Healthy lunch
  - ☺ Drinks
- ✧ Sunscreen
- ✧ A sheet

Please **NAME** lunch boxes, drinks and hats.



## Occasional Child Care @ Kingston East



177 Meakin Road, Slacks Creek

Care for your children when you:

- ☺ Need care in an emergency,
  - ☺ Attend: appointments, courses or meetings.
  - ☺ Want time out for volunteer work, shopping or sport.
  - ☺ Want time with new baby or school age child.
  - ☺ Would like your child to socialise in an educational environment.
- or simply to take a break and do your own thing!**

Correspondence to Occasional Childcare

P.O. Box 622, Woodridge. Qld 4114  
Telephone: 3808 9271 Fax: 3209 4271  
Email: [childcare@keng.org.au](mailto:childcare@keng.org.au)



The Child Care is funded by the Department of Communities through the Office of Child Care

## The Centre

Kingston East Neighbourhood Group Inc  
(KENG) and Occasional Child Care @  
Kingston East

Provides quality care for all children from  
0-5 years by:

Specialised Early Childhood trained staff

Volunteers and Students under the  
direction and supervision of the Director  
whilst in the Centre

A safe and nurturing environment.

A well established centre

A well established Centre with excellent  
resources

Fully air-conditioned

### Hours:

9 am to 1 pm Tuesday, Thursday and  
Friday. Minimum 2 hours.

### The Program:

We offer bright, safe, interesting secure  
learning in a happy, homelike environment

Programs are carefully planned to  
maximise needs, enjoyment and learning  
potential of the children.

The program is non sexist and has  
multicultural input.

Children's individuality will be encouraged  
so that they have freedom of expression  
in their own creativity.

Developmentally appropriate.

### Bookings

Phone ~ 3808 9271

Please phone the Centre or drop in to  
ensure a place for your child. Or leave a  
message on our answering machine at any  
time.

### Enrolments

An enrolment form must be completed on  
or before the child's first visit.

Please inform us if your child has any  
special medical, cultural, religious or  
disability requirements or allergies.

### Cancellations

Please notify the Centre as soon as  
possible if you are going to cancel.



## Fees

Fee Relief is available from Centrelink.  
Retain the receipts and you will be able  
to claim a minimum Child Care Benefit of  
44 cents per hour.

Fees are to be paid daily.

Individual Rate: \$3.50 per hour

~ minimum 2 hours.

## Arriving and Departing

The arrival and departure of children  
must be with an authorised person over  
18 years who must be responsible for  
signing the Child In and Child Out book on  
every occasion.

You will need to leave a contact number  
for each time your child is with us.

Ensure your child is handed over to a  
staff member, and when departing tell a  
staff member that your child is leaving.

## Remember

The importance of communication  
(however insignificant the matter may  
seem to you)

All children must be picked up by 1 pm  
each time.