

## CENTRE INFORMATION

### COMMITMENT TO QUALITY CARE:

Our Centre is committed to providing quality care, having regard to the needs of the children and providing that care at the most reasonable price possible. It is operated as a community service on a non-profit basis.

We have highly qualified, experienced staff, trained to cater for the physical, intellectual, social, emotional and spiritual development of your child. Our preschool programme is based on the State Government's "Queensland Preschool Curriculum Guidelines".

Our program is based on the Early years Learning Framework, facilitating discovery and guided learning from observed needs, abilities and interests of individual children; an integrated multicultural environment, which builds self esteem, and fosters good attitudes and values. The Centre has extensive, spacious facilities and flexible equipment both indoors and out. We also provide Kindergarten approved program for our Pre-School children.

### WAITING LIST:

Playhouse charges a **non-refundable** fee of \$20 per family to have your child placed onto our waiting list. This is an administrative charge and does not guarantee placement.

### OFFER OF PLACEMENT:

When Playhouse has an opening that suits your situation, you will be contacted by the Centre's Administration. He/she will discuss with you the available days and your official start date. Should you decide to accept the position, you will need to complete the enrolment form and pay a holding fee.

### HOLDING FEE:

All enrolments **must** pay a holding fee of \$150 for each day that your child attends in a week (maximum charge \$250). This fee is **only refundable** upon attendance and will be deducted from the fees that fall due. The holding fee will be payable upon submission of your enrolment form. Should you fail to attend the Centre upon your official starting date, we will have no alternative but to terminate your child's enrolment and offer your place to one of the many children on our waiting list.

### ORIENTATION:

We have an Orientation Policy where up to three free visits are recommended. During these visits, you are encouraged to stay with your child and follow the room's daily routine. This will greatly assist in settling your child into their new environment and give you familiarity with your child's daily activities and care. These orientation days can be as short or as long as you feel necessary. Always feel welcome to stay with your child or relax at Playhouse and take advantage of the facilities.

### CENTRE DETAILS:

#### Age:

Children under 2 are cared for in our nursery section, comprising of Honey Ants and Tree Frogs. These rooms share an enclosed playground with both undercover and outdoor areas. Once children are 2 years of age, they transition into the "big yard", a large, outdoor play area utilized by Wallabies, Quokkas and Perenties. All children have age appropriate programmes with indoor and outdoor activities and story time. Music sessions for the 3-5 yr olds are held weekly by a professional music teacher.

Playhouse also has outside school care and vacation care service available for children from prep to year 6. Please contact our coordinators for more information.

## Centre Fees Structures from 06<sup>th</sup> January 2020:

Room	Approximate Age Group	Meals Provided	Daily Fee
Honey Ants	(0 to 15 months)	Morning Tea, Lunch, Afternoon Tea	\$ 105.50
Tree Frogs	(16 months to 2 years)	Morning Tea, Lunch & Afternoon Tea	\$ 105.50
Wallabies	(2 to 3 years)	Morning Tea, Lunch & Afternoon tea	\$ 102.50
Quokkas	(3 to 4 years)	Morning Tea, Lunch & Afternoon tea	\$ 99.50
Perentie	(4 to 5 years)	Morning Tea, Lunch & Afternoon tea	\$ 98.50
Pelicans (OSHC)	(5 to 12 years) Before Care	Morning Tea and bus service from Playhouse to Ironside State School	\$ 20.00
Pelicans (OSHC)	(5 to 12 years) After Care	Afternoon Tea and bus service from Ironside State School to Playhouse	\$ 24.00
Pelicans	(5 to 12 years) Vacation Care	Morning Tea, Lunch & Afternoon tea	\$ 58.00

### # Please Note: Fees are subject to change.

**Food:** We provide morning tea, lunch and afternoon tea for all children at the Centre. Children who are here late will be offered an extra afternoon snack. We have a full time cook and a healthy menu with lots of variety. We always welcome breastfeeding.

**Hours:** We're open from 7.30am – 5.30pm (10hrs a day).

**Parking:** Parking permits are available from the office; these allow a 20 minute drop off and pick up time in our allocated parking spaces.

**Payment of fees:** Playhouse is a not-for-profit centre that relies on the early payment of fees as its only source of revenue. Fees are payable at least 2 weeks in advance. Statements will be provided as a matter of record, however fees should be paid **when they are due**. Any failure to pay the fees when they are due will result in termination of the enrolment and offer your child's place to one of the many families on the waiting list. **Fees are charged for permanent bookings, regardless of attendance: This includes public holidays, family holidays and sick days. No reduction** is made for **public holidays** during the term. However, **No fees are charged** when the Centre is closed for 3 weeks for the annual Christmas closure.

**Enrolment termination notice:** fourteen (14) days' notice must be given in writing of cancellation of care or change of days otherwise fees will continue to be charges.

**Late Collection Fees:** A late fee will be imposed for any children not collected by closing time. This is to cover the cost of educators' overtime. The late fee is \$25.00 for the first quarter hour or part thereof, then \$2.00 per minute for any time thereafter.

**Centre Management:** Playhouse is managed by a committee of parent representatives in conjunction with the Centre's Director.

**Childcare Sussidy (CCS) is available for families:** Ring Centrelink on **13 61 50** OR,  
Check family assistance on line  
<http://www.humanservices.gov.au>  
<http://www.mychild.gov.au/>

For more information, please contact our Administrators:

Hue Tran and Chau Tran

07 3443 3600

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