



Out of Hours School Care Programming and Planning Policy

Policy Statement

To provide an Out of School Hours Care program that provides flexible and balanced program which responds to children's interests, needs and stages of development.

Children learn through play. Planning is an important part of providing a professional Out of School Hours Care program. Planning provides opportunities for staff to think about practice, plan what to do in the program and consider new ideas.

Procedures and Practices

- Children are offered planned activities as well as opportunities for independent self-directed play.
- All staff are responsible for promoting and extending the development of each child in their care.
- All staff are required to provide an environment for children that is child focused, creative, flexible, peaceful and collaborative.
- Staff on the longer shifts are given time before their shift to plan and discuss ideas which provide opportunities for staff to think about practice, plan what to do in the program and consider new ideas.
- Group leaders take photos of students and these are shared in the newsletter and placed in a slide show that is shared to parents at the sign in table (refer to Technology and Digital Media Policy).
- Children are asked for suggestions to improve the program further i.e activities, food items for afternoon tea, games and equipment etc.

Sources

Guide to the Education and Care OHSC programs National Law and the Education and Care OHSC programs Regulations 2011. Sourced August 2019. Child Safe Standards are referred to.

Date Reviewed:

2nd September 2014
4th October 2016
August 2019
August 2022

Next Review Date:

August 2025