



March 23, 2020

Dear Families of St Joseph's School,

KELLY CLUB OSHC AT ST JOSEPH'S SCHOOL

Kelly Club is very excited to announce we will be officially starting at St Joseph's School in Term 2 2020,

As some of you may be aware, Kelly Club has been assisting the St Joseph's Parish during term 1 with the operation of the program. Part of our role has been to help bring the program up to speed with enrolments, bookings and invoicing and ensuring the program is operating at high quality and meeting compliance this is ongoing, but we hope will all be operating smoothly shortly.

Kelly Club are very excited about the opportunity to take over from the Parish officially as of term 2 and we look forward to working with the School, Parish and Families of St Joseph's School.

Kelly Club provides OSHC before and after-school care programmes throughout Victoria. Our aim is to provide not just 'a childcare facility', but to create a safe environment where children can have fun and benefit from in a number of ways.

Kelly Club is closely aligned with Kelly Sports. Kelly Sports has been providing a range of curricular and extra-curricular sporting programmes for children in Australia since 1994.

Our OSHC programmes are focused on sports, cooking, art and craft activities as well as structured 'free-time' around a busy day at school. These activities are incorporated into themed subjects each week that give children the opportunity to extend their learning outside of the school classroom. We believe it is important that children get the opportunity to enjoy play and engage with friends, while being under the supervision of quality staff, during out of school care programmes.

Typical Day at Kelly Club After-School Care Programme

3.25pm	Children arrive and find a small activity to do before afternoon tea
3.30pm	Daily plan explained to the children
3.40pm	Afternoon Tea
3.50pm - 4.30pm	Structured themed activity; craft, cooking, or sports based
4.45pm	Snack time
5.00 - 6.30pm	Structured free time (e.g. homework, read a book, board games, play outside)

Kelly Club will build on the existing program St Joseph's School and Parish have been running and we will ensure there is a smooth transition for families into Kelly Club.

Families who do require care are asked to please complete, if you have not done so already, a new enrolment form with booking requirements for the remainder of the term.

Please ask a staff member for an enrolment form or alternatively the school reception has some copies, or we can email a copy to you upon your request.

Please note that each section of the enrolment form must be completed and any supporting documents such as immunisation records, court orders, medical plans etc. must also be provided and originals sighted. All information asked in the enrolment form is as per the law and regulations and assists us in ensuring the wellbeing and safety of your children.

Following the enrolment process, we will communicate to families in regard to the invoicing and Child Care Subsidy (CCS) process.

We appreciate and thank you all for your understanding and cooperation during this time, if you have any questions please feel free to contact me.

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