

# DANDENONG PS OUTSIDE SCHOOL HOURS CARE



## KEY INFORMATION SHEET

### ADDRESS:

FOSTER STREET  
DANDENONG VIC 3175

### HOURS OF OPERATION:

BEFORE SCHOOL CARE  
6.45AM-8.45AM

AFTER SCHOOL CARE  
3.30PM-6.15PM

CURRICULUM DAY/HOLIDAY PROGRAM  
7.00AM-6.30PM

### CONTACT DETAILS:

PHONE: 0413544966

EMAIL: ADMIN@COMMOSH.EDU.AU

WEB: WWW.COMMOSH.EDU.AU



CommunityOSH welcomes you to the Dandenong Primary School OSHC Program. We are passionate about offering innovative and engaging care environments for children that challenges them to learn and succeed. We are dedicated to providing working families with the affordable support they need and peace of mind knowing their children are safe and cared for.

### Session fees prior to Child Care Subsidy:

Before School Care: \$18.50 ( average out of pocket \$3.20)

After School Care: \$23.50 ( average out of pocket \$5.70)

Curriculum Day/Holiday Program: \$57.00 ( average out of pocket \$13.50)

**ENROL AT WWW.COMMOSH.EDU.AU**

Click on the Parent Portal button to enrol your child/children and manage your bookings.

# ABOUT YOUR OSHC PROGRAM

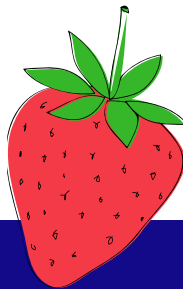


## What we provide:

An exciting and engaging program of activities for the children to choose from. The program is fully stocked with modern resources that appeal to a wide range of interests and ages. A delicious and nutritious breakfast and afternoon snack is on the menu everyday.

## What to bring:

Children to bring a hat, drink bottle and weather appropriate clothing.



## How to enrol and book:

To enrol & book into the program please create an account at [www.commosh.edu.au](http://www.commosh.edu.au) You can then log into your account at any stage and manage your bookings at any time.

## Payments:

Payments are made in arrears fortnightly during the term via credit card or direct debit from your nominated bank account. Prior to charge your statement is emailed to you for you to review.

## How to cancel a booking:

Cancellations and changes can be made at no charge up to 5.30pm the night before your Before or After School Care session. You can either log into your account or contact our Customer Care Team to update your bookings on 9977 3000.

## Late Pick Up:

We understand that it is not always easy to pick up on time so when you are genuinely late we do not charge for the first 5 minutes. Additional time is charged at \$1.00 per minute. Please assist by contacting the program to let them know you are going to be late.

## Policies

Please refer to the Policy & Procedure document available at the program in relation to: enrolment, payment, staffing, programming, sign in/out of children into program, behaviour management, illness & infectious diseases, dietary, anaphylaxis and asthma management.

## Complaints

Complaints can be made directly to your account manager at [admin@commosh.net.au](mailto:admin@commosh.net.au) or 9977 3000. If you are not satisfied with how your complaint was managed please contact Southern Melbourne Department Education Training Region: South Eastern  
165-169 Thomas Street, Dandenong 3175  
Email: [sevr@education.vic.gov.au](mailto:sevr@education.vic.gov.au)  
([sevr@education.vic.gov.au](mailto:sevr@education.vic.gov.au))  
Phone: 1300 338 738

