

# HOLY SPIRIT SCHOOL LAVINGTON



## PARENT INFORMATION BOOKLET 2023

*“Holy Spirit School strives to live the Catholic faith by bearing witness to Jesus Christ. We aspire to be an active, supportive and holistic learning community that empowers our students to reach their full potential as global citizens in a rapidly changing world.”*

# WELCOME

Dear Parents/Guardians

I take this opportunity to officially welcome you and your family to

**Holy Spirit School.**

The information contained in this package is designed to provide a ‘snap shot’ of our wonderful school. I encourage you to take a tour of our website -

[www.hsslavington.com.au](http://www.hsslavington.com.au) and our Facebook page @HolySpiritLavington.

As a staff, we believe that all children are created with talents and are special individuals. At Holy Spirit, we create an atmosphere where thinking and learning are valued and modelled. We hope each child will experience the ‘Holy Spirit’; academically, socially, physically, spiritually and emotionally.

I have great confidence in my staff as a result of what I readily observe and hear from our parents, students and community alike.

I invite all parents and guardians to take up the commitment to your child’s schooling in general. Your active interest enables the school to provide the best possible education for your child. Catholic schools exist to provide education in a Catholic/Christian culture where the meaning and message of Jesus Christ is available to all students. This message permeates all dimensions of our school life.

Holy Spirit School educates for today’s world, with tomorrow’s leaders in mind. We pride ourselves on being research driven and data informed. We embraced Contemporary Learning and an ‘inquiry’ mindset – we believe in not only teaching children ‘what’ to learn but more importantly ‘how’ to learn. Our children are 21<sup>st</sup> Century learners now in a 21<sup>st</sup> Century learning environment – they are lifelong learners!

Our school is involved in the offer of faith and community within the Catholic Church.



**Matt Kean**  
**Holy Spirit School Principal**

# HISTORY

The community of Lavington dates back to the 1850s. In this decade gold was discovered in the Black Range area. The miners built their homes along the creek bank and on the flats. The estimated population at the time was 2000.

Following WW1, the area was made available to Soldier Settlement, with fruit growing becoming the main agricultural pursuit. The re-routing of the Hume Highway through Lavington in the early 1930s and the construction of the Hume Weir were vital employment opportunities during the Depression years. In 1966 Lavington ceased to be a separate village and was amalgamated into the Albury City Council.

The Bishop of the Wagga Wagga Diocese, at the time, Dr F. P. Carroll, chose a quiet Irish Priest, Father Patrick O'Connell, to establish a parish in Lavington in 1969 with the first Mass celebrated in the Scout Hall on February 1<sup>st</sup>, 1970. A month later, the new Parish was named 'Holy Spirit'. Cardinal Moran once said that a Catholic church without its parish school was like an apple tree without apples, so... in April of that year it was decided to build a school and in December 1970, the building was well underway with 50 children enrolled in Kinder, Year 1 and 2.

The school started with 3 teachers; Sr Ignatious, Pauline McKenzie-McHarg and Denise Hill and was officially blessed and opened on Sunday 30<sup>th</sup> May 1971.

Since these early days the student population has steadily grown to its present number of 335 and we now boast many wonderful resources and facilities including spacious grounds and many hard court areas that promote team games, co-operation, eye-hand co-ordination and other skills.

The school enjoys state of the art technology in Interactive Display Boards, Chromebooks and I pads.

All of our classrooms are spacious, comfortable and promote independence.



# SCHOOL PHILOSOPHY

Holy Spirit School strives to provide a broad based education and caring learning environment that will enable children to realise their full potential in all aspects of their development. Our philosophy is founded on the example of Jesus' teaching which provides a sound foundation and direction for the life and activities of the school.

Our school is a place where.....

- *we practise and model the life of Jesus*
- *we foster the total development of the child*
- *each child is recognised as an individual with special gifts and talents*
- *a sense of pride, excellence and self-discipline is developed in the children according to Christian values*
- *a balanced and developing curriculum promotes an understanding of the changing needs of today's world*
- *we respect life and the environment as part of God's creation*
- *we actively care for those in need*
- *people are welcomed and can find support, companionship, happiness and enjoyment*
- *the family, the school and the parish work together*

# VISION AND MISSION

## HOLY SPIRIT SCHOOL – MISSION STATEMENT

*Holy Spirit School strives to live the Catholic faith by bearing witness to Jesus Christ. We aspire to be an active, supportive and holistic learning community that empowers our students to reach their full potential as global citizens in a rapidly changing world.*

## HOLY SPIRIT SCHOOL - VISION STATEMENT

*We provide an inclusive, Catholic learning community for all. We inspire learning and achievement through promotion of mutual respect, resilience, acceptance and equality.*

# SCHOOL FEES 2023

Enrolment of a child at Holy Spirit School requires from parents a willingness to meet their financial obligation to fully pay school fees.

Yearly School Fees are issued at the beginning of the year with a Diocesan School Fee Payment Agreement form which advises the school of the intended payment option. This form must be signed by both parents and payment is expected according to this signed agreement form (unless otherwise negotiated with the Principal). Under normal circumstances all fees are to be paid in full by the end of the school year.

Should parents experience financial difficulty it is essential that they contact the school to make an appointment to discuss a mutually acceptable and confidential arrangement.

## **Yearly Fee Schedule 2023**

Tuition Fee for 1 student..... \$1,800.00

Resource Fee Per Student.....\$100.00

Additionally, sibling discounts for the Tuition Fees of 20% (for the 2nd child), 50% (for the 3rd child) and 90% (for the 4th plus child) for fee payers will apply across all CEDWW schools, both primary and secondary. *For example, if you have an older child attending one of our secondary colleges then the sibling discount will apply for those children in our primary school.* If you have children enrolled in another CEDWW school, please inform the school office so that the appropriate fee discount can be applied;

Excursions costs will be charged separately on a cost recovery basis per excursion through Compass Events

Tuition and Resource Fees are paid by BPAY only (Unique Bpay Details on Statement)

Excursions are paid via our CompassPay

# MESSAGE FROM THE PARISH PRIEST

Dear Parents,

We welcome and encourage people of the Lavington Parish and broader sectors of Albury to visit and judge the academic and professional standards of Holy Spirit School.

Parents often seek what is best for their children, even to the point of providing for them what they themselves have not received. Such is the characteristic quality of parental love: it is called self-giving love.

It is truly this form of parental love that seeks the ideal form of education for one's children. The formation of children today builds the fabric of our society for tomorrow. Holy Spirit School aims to provide the best possible Christian education for your child in all formative domains: intellectual, musical, sporting, spiritual and relational. A comprehensive education is holistic by nature and provides for all aspects of the person.

In these days of uncertainty and instability, be it global or local, weather related or financial, genuine assistance and support is hard to find. Finding the right help for a particular issue or difficulty can be problematic and once found will it be reliable? In short, your child deserves a holistic formation that boasts of fidelity and commitment.

Both of these qualities can be found at Holy Spirit School. The staff and teachers are there to assist your child's overall development from beginning to end. Such commitment and dedication is not due to the fact that this School is private but because it is Catholic. The School is an integral part of the Catholic Parish and being of the faith it professes two of its hallmark qualities: it is apostolic and universal.

When we claim that the School is apostolic we assert that the Catholic faith we believe today is the same that Christ taught his twelve Apostles two thousand years ago. Although the medium and manner of communication will and does vary in time, the basic facts of faith do not. We today profess the same articles of the Creed, we live out the Ten Commandments and are spiritually nourished via the seven Sacraments.

In addition, the apostolicity of this faith claims to be concerned with every child as a unique person, a gifted child of God, deserving of respect and loving care.

It is for this reason that the quality of teaching and support at Holy Spirit School is seen to be exceptional.

The School is also universal in its acceptance of different peoples, cultures and backgrounds. Indeed the word 'catholic' in Greek means universal. It is open to all who choose to believe in Christ and follow in his Ways. Such openness to others ensures that nobody is neglected or denied what they need to achieve in the best possible manner. It also seeks to unite what is common to all without lessening the integrity of truths being taught.

In making decisions for the future, we wish you all the best. Let us also assure you that the staff is available to answer any questions you may have, and if we can be of any further assistance, please do not hesitate to contact us.

May God bless you,

**Rev. Dr. Peter Murphy**  
**Parish Priest of Lavington**





# PARENTAL PARTICIPATION

We value all kinds of Parental Involvement.

Holy Spirit's success in providing quality education for all students depends largely on a lived sense of community: of co-operation between students, their families and school staff members. Parents are encouraged to become involved in school activities.

Some areas where parental assistance is vital include:

- Bingo
  - Bingo is our biggest fundraiser and is held every Wednesday from 7-9pm. Mrs Pizzolato is our Bingo Coordinator
- Canteen Helpers
  - Canteen requires Volunteers Thursday & Friday at 9-11:30 and 11:00-1:30. Janelle Garlick is our Canteen Manager
- School Council
  - Meetings once a month, Supporting the Principal and School meet its obligations to the local Parent and Parish Communities
- Classroom Support
  - Reading
  - Art
- Local Excursions
  - Events that require Volunteers will be communicated to allow parent participation
- Library Assistance
  - Every year we ask for parent participation to assist our Librarian with book covering
- Fundraising Committees
  - With the support of the School Council a Fundraising Committee is required to ensure our Fundraisers are managed accordingly

# PASTORAL CARE & STUDENT WELFARE

(Behaviour Management)

## **We have a ZERO tolerance to bullying and teasing.**

At Holy Spirit School, our Behaviour Management practices develop the skills for children to learn to manage their own behaviour individually and collectively so that any 'blocks' to teaching and learning are prevented or able to be removed.

By following Jesus' example of compassion and self-control, our Behaviour Management practices are focused on children learning to:-

1. Manage themselves
2. Consider others.

At school, children learn to support and encourage each other as they celebrate their successes and as they make plans to change irresponsible behaviours to enable learning. Children understand that they are responsible for the consequences of their own behaviour.

A student who is wearing the Holy Spirit School uniform is deemed to be representing the school. This student is expected to behave in a manner suitable to the standards and image of the school.

Holy Spirit holds the following core beliefs about student behaviour and its management.

We believe that:

- Students choose their behaviour
- Every student can behave acceptably in school
- Students will vary in their ability to control their own behaviour
- Managing students' behaviour is a skill, procedure and a set of techniques that staff, teaching and non-teaching can develop and use effectively for the benefit of all students
- Our school and community can positively influence students' behaviour and academic performance

- A student's every action has a consequence
- All members of our school community (staff, parents and children) have a right to feel safe and be valued

Our school policy includes first and foremost positive affirmation for acceptable behaviour. However, unacceptable and inappropriate behaviour are catered for by our **Positive Behaviours for Learning (PBL) framework**.

**It is important to note that a Counsellor from Centacare visits our school two days a week.**

Our expectation is that all Parents are fully supportive of our **Positive Behaviours for Learning (PBL) framework** to ensure a vibrant learning environment for all members of our community.



# GENERAL INFORMATION

## 1. Safety First

No child should be in the playground before 8.30am. Supervision will be provided from 8.30am daily.

## 2. School Timetable

8:30am	Supervision of playground
8:55am	First Session
10:55am – 11:25am	Recess
11:25am – 1:05pm	Second Session
12:55pm – 1:35pm	Lunch
1:35pm – 3:05pm	Third Session
3:05pm	School Concludes

## 3. Prayer

An integral part of our school community. Daily opportunities are provided for quiet individual reflection and class prayer. At our weekly assembly the whole school joins in our School Prayer.

## 4. Meetings

Staff meet every Tuesday from 3.35pm – 4.35pm approximately. Meetings alternate between Staff Meetings, Analysis Meetings and Curriculum Meetings. Staff are unavailable during these time unless a matter of urgency.

## 5. Attendance

Regular attendance is necessary for satisfactory social and academic results. In the event of a full day absence, parents/carers are to enter an attendance note in Compass for their child. Late arrival and early departures require parents/carers to sign their child in and out of school using the Compass Kiosk located at the front office. NO child is to leave the school premises without written permission from a parent and without reporting to the School Office.

## 6. Homework

After much international research, citing that ‘traditional’ homework has little if any academic effect on children in Primary School, Holy Spirit School no longer supports the concept of daily/weekly work being sent

home on A4 photocopied sheets of paper. 21<sup>st</sup> Century Learners need 21<sup>st</sup> Century Learning as such, Mastery Learning done online at school either on Chromebooks or iPads can now be continued at home, if the individual child so desires.

It is not compulsory nor ‘tracked’ or corrected by the teacher. It is now digitally monitored and parents can access what their children are doing and how they are going.

We encourage reading for 10-15 minutes every night.

Every child is given a unique password to access their class work at home online. If you have time and/or are interested I encourage you to ‘google’ the works of:

Dr Denise Pope (Stanford University),  
Michael Carr-Gregg (Child Psychologist)  
John Hattie (Melbourne University),  
Alfie Kohn (Boston University), to name a few.

#### 7. Newsletter

A school Newsletter is distributed fortnightly and is also posted on our website. This is a **most important** form of communication. This is distributed via email and our social media platforms.

#### 8. Immunisation

The Public Health (Amendment) Act 1992, requires, parents to provide documented evidence of a child’s immunisation status on enrolment in schools. **Children enrolling at Holy Spirit School will be required to provide the school with an Immunisation Certificate.** (Immunisation is not compulsory and parents will always have the right of choice). However, in the event of an outbreak of a vaccine-preventable disease, unimmunised children will be required to remain at home for the duration of the outbreak.

#### 9. Accidents

Holy Spirit School is a member of the Catholic Church Insurance School Accident Scheme. Limited insurance cover is available to all students including ambulance assistance.

It is very important that the School Office has a current phone number to contact parents. Also an emergency contact other than the parent(s) is advisable. On any day there is a change of routine, please inform the class teacher in writing.

#### 10. Change of Address

Please notify the school of any change of address or phone number or any alteration to your family routine. The school needs to maintain accurate and up to date records particularly in the case of an emergency. This can also be updated on Compass.

#### 11. Reporting to Parents

Reports are made available on Compass at the end of Term 2 (mid-year) and at the end of Term 4. Parent/Teacher Interviews are held at school approximately a week after reports are accessible online and parents are strongly encouraged to avail themselves of this opportunity to discuss their child's progress. Times are available (during the Interview period) in Compass.

#### 12. Assemblies

A brief 'Welcome to the Week' Assembly is held in the shelter area every Monday morning. A more formalised whole school assembly is held in our school hall every Friday. Classes are rostered on to present and share an item that they have been learning in class. Our Year 6 children play an active role in leading our assemblies and in presenting awards. Parents are most welcome to attend our Assemblies.

#### 13. Canteen

The Holy Spirit School canteen is open at Recess Thursday & Friday. Children can order their lunch only on these days.

If your child wishes to purchase their lunch, please download the Qkr! mobile app. Qkr! (pronounced quicker) is a secure and easy way to order and pay for your child's lunch from your phone. There is cash sales through Recess and Lunch also for snacks.



#### 14. Uniform

It is school policy that children wear correct uniform at all times and we ask for parental cooperation in this regard. Please refer to <https://www.hsslavington.com.au/uniform> for uniform details.

# SCHOOL TERMS 2023

- \*TERM 1    1st February – 6th April 2023 (Year 1 to Year 6)  
                  6<sup>th</sup> February – 6<sup>th</sup> April 2023 (Kindergarten)
- \*TERM 2    24<sup>th</sup> April – Friday 30<sup>th</sup> June 2023
- \*TERM 3    17<sup>th</sup> July – 22<sup>nd</sup> September 2023
- \*TERM 4    9<sup>th</sup> October – 19<sup>th</sup> December 2023

\*These dates **do not include Pupil Free Days**. You will be notified of these days well in advance.

# COMPASS

Compass is a school management solution that allows parents and carers to access up-to-date and meaningful information about your school and your child's progress. Compass includes many different features, including the ability to:

- Monitor your child's attendance, and enter an explanation for absence or lateness
- Communicate with your child's teachers, and update your family contact details
- View your child's timetable and the school calendar
- Monitor your child's homework and assessment tasks
- Download and view your child's academic reports
- Book parent-teacher conferences
- Pay and provide consent for events and school fees



## How do I access Compass?

Compass is accessible on any modern web browser (Internet Explorer, Firefox, Chrome, Safari) or by using the Compass iOS or Android apps (continue reading to learn more about the app including how to use it).

To access the parent portal, you can go to your school's website and click the Compass link on their homepage. Alternatively, you can go to [schools.compass.education](https://schools.compass.education) where you can search for our school's direct URL.



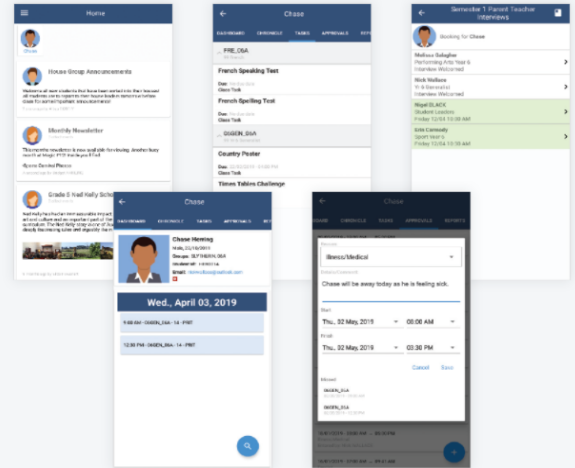


## Compass Apps

You can download the Compass App on iOS and Android devices, simply search for Compass School Manager in the store.

Using the app you can:

- View the school news feed
- Receive messages from the school
- View your child's timetable and the school calendar
- View Learning Tasks
- Book parent-teacher conferences
- Add Attendance Notes
- View academic reports



## Login Access

To log in you will require your unique family username and password. These details will be provided to you by our school. Upon first login, you will be required to change your password and confirm your email address and mobile phone number. These details may be used by our school for SMS, password recovery and email communication throughout the year.

## Privacy and Security

When you use Compass you will notice a padlock appears in your browser's address bar on the left.

This is because Compass uses a technology called TLS (Transport Layer Security). This means that your Compass session is encrypted and secure. Further, Compass adheres to PCI DSS compliance obligations to ensure any credit card details are managed safely, consistent with industry credit card regulations.

We are committed to the privacy of your information.

# STEPS OF ENROLMENT



# CURRICULUM

In the catholic Primary School there are Seven Key Learning Areas.

- Religious Education
- English
- Mathematics
- Science and Technology
- Human Society and Its Environment (H.S.I.E.).
- Creative Arts
- Personal Development, Health and Physical Education

In support of these Key Learning Areas, the NSW Board of Studies (governing body responsible for the development of curriculum for K-12) publishes ongoing syllabus and support documents.

The following time allocations act as a guideline and are only approximations:

English	8 -10 hours
Maths	5 hours
R.E.	2 ½ hours
Science & Technology	2 hours
HSIE	1 ½ - 2 hours
Creative Arts	2 hours
PDHPE	<u>2 hours</u>
Total	<u>25 hours</u>

At Holy Spirit School we will:

- Provide a quality education, develop an inquiring mind, a desire for knowledge and a search for truth.
- Provide a comprehensive curriculum of quality and challenge for all.
- Cater for the individual needs of all students.
- Value effort and achievement and strive for excellence in learning.
- Use technology to enhance teaching and learning

# KEY LEARNING AREAS

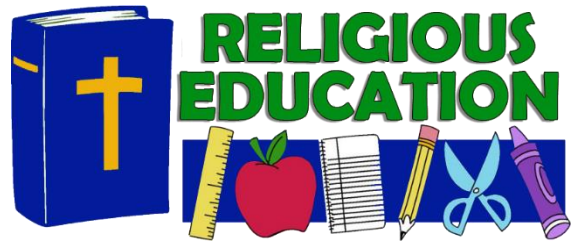
## Religious Education

Holy Spirit School is a part of the Teaching Ministry of the Church and we work in partnership with parents and the Parish Priest.

The Church works at proclaiming universally The Good News of the Kingdom of God.

The mystery of God is revealed to us through: The Eucharist, Scripture, Tradition, Doctrine, Liturgical Celebration, Prayer and Life's experiences.

The celebration of the Sacraments, Liturgical Celebrations and Prayer, by staff, children and the whole school community, is one essential witness and a visible sign of the life of faith in our school.



Pastoral Care is one of the processes through which the all-round development of individuals takes place. It is about relationships in the school situation and takes place when the interest and care shown to each student promotes his or her personal growth and development.

## English

Language is central to students' intellectual, social and emotional development and has an essential role in all Key Learning Areas. Through programs based on the syllabus, students will develop knowledge, skills and understanding about the English language and literature. They will also learn to create and interpret a range of factual and literary texts and learn about the structure and grammar of these texts.

Our children need to become critical and creative users of the English language in order to be life-long learners.

# Sounds-Write Phonics

Sounds-Write is a quality first phonics programme. Its purpose is to provide classroom professionals with a comprehensive system with which to teach reading, spelling and writing. It will be introduced in Kindergarten and fine-tuned throughout the rest of the Infants. In addition, it also serves very successfully as an intervention or catch-up programme.

The programme is designed with a clear understanding of how the English alphabet code works. The programme is taught in carefully structured, sequential steps from simple CVC words like **sat** to very much more complex, five- and six-syllable words like **personification**. It is designed for the teaching of discrete, daily sessions, progressing from simple to more complex phonic knowledge and skills and covering all the major sound/spelling correspondences. We believe that the alphabetic principle is also taught most successfully by engaging young learners in vigorous, interactive and enjoyable phonics activities that are also situated within a language-rich curriculum.



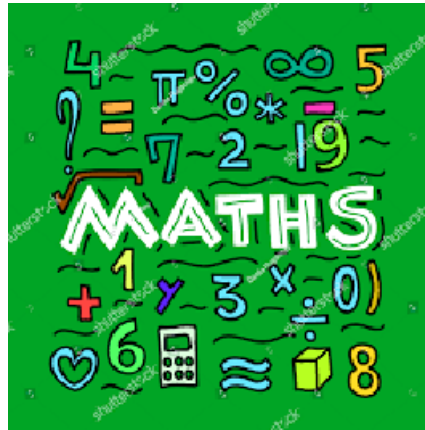
## Mathematics

Children bring to the study of Mathematics many and varied experiences and this maturity will determine what is taught, while the nature of Mathematics largely determines the sequence of experience. At Holy Spirit we believe children should develop confidence and enjoyment in doing maths activities.

Mathematics is a many-faceted aspect of human experience which satisfies a need to imagine, understand and quantify. It is a science of pattern and order that involves processes of abstraction, representation and communication. The mathematical concepts, skills and processes that learners will need to acquire are those that will support them to work effectively and confidently with rapid, pervasive change.

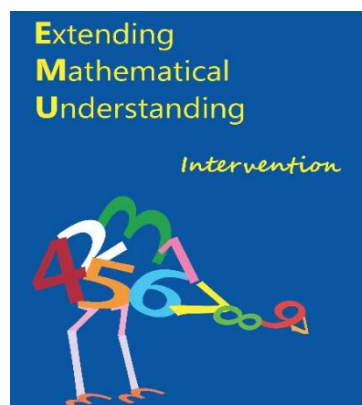
Numeracy is central! Numeracy is described as the ability to understand, critically respond to and use mathematics in different social, cultural and work contexts.

The understanding of mathematical ideas is promoted by interaction with people and manipulation of materials in a wide variety of learning situations. Opportunities should be given for children to compare and solve problems, where possible, related to real life situations.



## EMU Program

“EMU” Extended Mathematical Understanding is a comprehensive research-based program for improving numeracy levels in schools. Students begin each year with a one-on-one Mathematical Assessment Interview (MAI) resulting in a personalised, targeted approach to their Mathematics learning.



# Science & Technology

Our school has in place a networked computer system with Internet and Intranet capability to all learning areas within the school. We enjoy interactive technology including Interactive Display Boards, Chromebooks and IPad, in all of our Learning Spaces.

Information Technology continues to have a significant impact on today's society and will no doubt play an ever increasing role in the future society that today's children will enter.

I.T. is an integral part of the curriculum. It is an effective tool that when used appropriately, enhances and compliments contemporary education methodologies and motivates students in their learning.



Through the study of technology courses, students engage in a diverse range of practical experiences and develop knowledge and understanding of contemporary and advancing technologies. They develop solutions to identified problems and situations, and explore the impact of technologies on the individual, society and the environment.

# PDHPE



The Personal Development, Health and Physical Education Curriculum aims to assist each child obtain maximum personal development according to his/her abilities. This is achieved by providing a variety of opportunities in ‘motor’ experiences which favourably influence the growth and development of the whole child. It is concerned with learning about, and through, healthy human

development and change. Individuals develop uniquely with respect to their: relationships, family, history, culture, community and circumstances. Learning in PDHPE includes areas such as Health, Education, Physical Education, Outdoor Education and Sport Education.

In our rapidly changing society, there is increasing community awareness of the importance of healthy lifestyles and a growing recognition of the need for students to be active, responsible and informed decision-makers. Our wish is to provide students with the knowledge and practical skills necessary for meeting these needs and developing a better quality of life.

**At Holy Spirit, our Personal Development component is covered by the Catholic Schools NSW towards Wholeness: The Joy of Life (PDHPE K-10) Resource**



# Human Society and Its Environment (HSIE)

Human Society and Its Environment is the learning area in which students develop knowledge, understanding, skills, values and attitudes about people and their social and physical environments.

At Holy Spirit our children learn about Australia's history and geography, the people who live within its territory and their social, cultural, economic and political lives. They learn about; Australians, European influences, the original occupation by Indigenous people and Australia's shared history, Australia in the context of the Asian and Pacific regions and the world, and about other cultures in the world.

## Creative Arts

The 'Arts' are essential to the education of students as it is through this medium that children further learn to understand themselves and their world.

This curriculum area provides an aspect for growth and helps children achieve the aims of Primary Education.

It focuses on the strands of; Dance, Visual Arts, Music and Drama. At Holy Spirit we are fortunate to utilise the expertise and enthusiasm of a Specialist Music/Dance teacher.

This program promotes discovery of a child's capacity to explore his/her individuality. It develops competence in visual communication and understanding, and it encourages appreciation of both the efforts of self and others.



# AFTER SCHOOL CARE

Holy Spirit School partners with Extend, a 100% Australian owned and operated provider for after school care. Extend provides an extra educational platform for students offering well-planned creative, fun, hands on and engaging activities including physical play. Extend comprise quality, experienced staff that deliver a level of care and great learning opportunities that is invaluable to the students.

Holy Spirit School highly recommend Extend. We would like to take this opportunity to thank Extend staff for their service over the years, helping to provide a safe, engaging and reliable service.

For further information, please click on the following link <https://www.extend.com.au/families/before-and-after-school-care/>

**Welcome to Extend**

**About Us**

Since 2002, our goal at Extend has been to enrich the lives of children through out of school hours programs. As a national organisation, Extend caters daily for thousands of children in independent, Catholic and Government schools across Australia.

**Our focus is quality for kids, safety, respect, and of course, FUN!**

Find out more at [extend.com.au](http://extend.com.au)

**Getting started**

**EASY ENROLMENT**  
Simply set up your child's account online via our Parent Portal.

**SWIFTY CONFIRMATION**  
Receive confirmation of enrolment within 24 hours so that you can begin to manage your own bookings.

**NO DEPOSIT FEE**  
The annual enrolment fee isn't charged to your account until you make a booking.

**TO ENROL, VISIT OUR PARENT PORTAL AT:**  
[extend.com.au](http://extend.com.au)

To see opening hours and fees, search for your school via the 'Find My School' function at [extend.com.au](http://extend.com.au)

**Affordable Fees**

**MYTH:** "We won't qualify for any child care entitlements. Our income is too high."  
This is **SOO!** true!

**All we need**  
is a **CCR** and **Date of Birth** for your and each child attending.

Complete this when enrolling online or simply login via the Parent Portal to update your details.  
**Read further information and try our Fee Relief calculator at our website.**  
If you are not receiving child care fee relief, contact our Customer Service team to discuss.

**Get the facts:**

**FACT #1** The Child Care Rebate (CCR) is NOT income tested.

**FACT #2** 90% is the minimum reduction you may receive in your fees.

**Qualified Staff**

Our rigorous recruitment process ensures we maintain the best team of people to deliver an engaging program in a safe and secure environment.

**Every Extend Educator holds the required qualifications, medical certifications, and relevant work experience.**

Furthermore, Extend offers ongoing training, professional development, and continual support to staff.

**Loads of Fun**

Extend's programs are always packed with lots of active and engaging activities catered for boys and girls. A range of activities are offered including:

- dance & movement
- science
- cooking
- physical activity & sports
- construction
- games & play

**the best goes on!**

In addition to the daily program, children are given plenty of choice and can access a variety of resources to create their own play opportunities. Homework clubs can also be provided upon request.

**Healthy Food Menu**

We encourage healthy eating by providing nutritional food at Before School Care, After School Care, and Vacation Care.

This includes:

- fresh fruit
- sandwiches
- vegetables
- pasta
- cereals
- milk & water
- crackers
- and other healthy, kid-free variations.

Families of children with specific dietary needs are asked to speak with the service Team Leader to ensure that an appropriate menu can be provided that is inclusive of all children.

Check out our **FAQ** at [extend.com.au](http://extend.com.au)

Information accurate as of 1st September 2021.

**What are you waiting for?**

**Enrol Today!**

[extend.com.au](http://extend.com.au)

Follow us at [Extend After Care](#)

**Fee Relief - The Facts**

**NUMBER ONE MYTH**

"We won't qualify for any child care entitlements. Our income is too high."

**DO YOU QUALIFY?**

**Qualifying criteria for entitlements:**

- Your children attend approved care
- You are an Australian resident or holder of a qualifying visa
- You are either working, looking for work, training or studying
- Your children meet government immunisation requirements

**FACT #1** The Child Care Rebate (CCR) is NOT income tested!

The CCR offers families a massive 100% reduction in their child care fees, irrespective of their income level.

**FACT #2** 90% is the minimum reduction you may receive in your fees!

Families with an income less than \$152,000 per year will also qualify for CCR as well as CCR, meaning even more savings!

**A PARTNERSHIP WITH EXTEND IS**

- Easy for schools
- Affordable for families
- Fun for kids

**Read further information and try our Fee Relief Calculator at [extend.com.au](http://extend.com.au)**

**It's all good news!**  
Visit us first to find out more or apply for these entitlements?  
Contact the Department of Human Services on 13 81 50.

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