LOWER PLENTY PRIMARY SCHOOL OSH 

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# ACCESS POLICY

## PURPOSE

Lower Plenty Primary School OSHC service is available to all school age children and is primarily for those whose parents work or study. The program is designed to include children from various backgrounds, eg cultural, religious, gender, disability, marital status and income. All sections of the community are respected, valued, catered for and encouraged to be involved in the operation of Lower Plenty Primary OSHC.

## SCOPE

This policy applies to children, families, staff, management and visitors of the OSHC Service.

## IMPLEMENTATION

### Procedures

* The program and staff will encourage equal, cultural, diversity and will attempt to understand individual children’s backgrounds and provide opportunities that are sensitive to their needs
* To enable children to participate in the range of activities at Lower Plenty Primary OSHC, the Coordinator will invite and encourage all parents / guardians and their child to meet with staff regularly to agree how the Service can adequately meet the needs of the particular child
* If demand for places provided at this Service exceed those available, priority of access will be given based on guidelines given by the Department of Education, Employment and Workplace Relations (DEEWR).

### Priority of Access Guidelines

**First Priority** a child at risk of serious abuse or neglect

**Second Priority** a child of a single parent who satisfies, or of parents who both satisfy, the work/training/study test under Section 14 of the 'A New Tax System (Family Assistance) Act 1999'

**Third Priority** any other child

Within these main categories priority should also be given to the following children:

* children in Aboriginal and Torres Strait Islander families
* children in families which include a disabled person
* children in families from a non-English speaking background
* children in socially isolated families
* children of single parents

A child care service may require a Priority 3 child to vacate a place to make room for a child with a higher priority. They can only do so if the parent:

* is notified when the child first entered care that the service follows this policy
* is given at least 14 days’ notice of the need for your child to vacate

## FURTHER INFORMATION AND RESOURCES

* National Regulations 157, 168
* National Quality Framework Quality Area 6, Element 6.1

## REVIEW CYCLE AND EVALUATION

This policy was last updated on 20th January, 2022 and is scheduled for review in January 2025.