

# PARENT/GUARDIAN CENTRE INFORMATION

## **ABOUT US**

Guppy's Early Learning Centre is a Privately owned and operated Long Day Care Centre, located at 5 Maundrell Tce, Chermside West. Catering to the individual needs of all families. We cater for children aged 6 weeks- School Age. Our goal as a small operator is to provide the best possible care and attention to your child and family. Our family friendly focus means your family gets the attention they deserve!

## **OUR HOURS OF OPERATION**

Are from 6:30am – 6:30pm. 52 Weeks a year. A free pick up and drop off service in our Centre Bus is available for most local areas and services the local schools. ( Re- Transport Policy in our Policy Handbook)

## **OUR FACILITIES**

Our facilities, resources and services are designed with your child in mind!

- Larger well designed rooms
- Our resources exceed regulatory requirements
- Modern play equipment including exciting outdoor equipment
- Courtesy Bus (Pick up and drop off from your home)
- Air Conditioning and Heating

**For your convenience we provide the following as part of our service-**

- Children's Hats
- Sunscreen
- Baby wipes
- Tissues

## **OUR STAFF**

Staff are paramount to the centre. They are our most valuable asset, and their contribution to your child's development is of the utmost importance. All of our staff are qualified in accordance with the Child Care Act 2002 and hold Suitability Notices (blue cards) issued by the Commission for Youth, Young People and Child Guardian. Our recruitment policy is available in our policy handbook.

## **OUTSIDE SCHOOL HOURS CARE AND HOLIDAY CARE**

Guppy's Early Learning Centre provides programs for school age children and are individually tailored to their interest levels. Our courtesy bus services the local Schools and surrounding suburbs. Our fantastic age-appropriate



GUPPY'S EARLY LEARNING CENTRE

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Created on: 8/11/2009

[www.guppys.com.au](http://www.guppys.com.au)

Get hooked on learning!

resources and exciting excursions will have your child excited about being here.

### **OUR SUNSMART POLICY**

To ensure all of our children stay fit and healthy and protected from the harsh Queensland sun. It is a policy of the centre that children and staff must wear protective headwear and sunscreen at all times when outside. Whilst your child will be supplied with a centre hat, it is wise to apply sunscreen to your child each day before he or she comes to the centre.

### **IMMUNISATIONS**

Our Centre has an immunisation Policy for all children. Please see our policy book. To be eligible for Child Care Benefit your child/children must meet the immunisation requirements if they are under the age of seven. To meet the government requirements your child must be either;

- ✓ fully immunised or up-to-date according to the Australian Standard Vaccination Schedule
- ✓ on a catch up vaccination schedule or
- ✓ have an approved exemption (for more information on exemptions contact your Medical Practitioner)

### **ACCREDITATION**

Guppy's Early Learning Centre is registered with the National Childcare Accreditation Council, the child care industries Quality Assurance Body, to ensure we are providing the highest quality care for your child. Parents are involved in this process along with centre staff.

### **FEES**

All families are entitled to claim Child Care Benefit to help reduce the cost of your fees. This can be done weekly resulting in you only paying the "GAP fee". Our computer system helps you track your fees paid so you can maximise your new Government 30% rebate on fees paid at the end of the financial year.

### **FEE SCHEDULE**

<b>ROOM</b>	<b>DAILY FULL FEE</b>	<b>WEEKLY FEE</b>
Babies and Toddlers	\$61.00	\$305.00
Kindy and Preschool rooms	\$57.00	\$285.00
Before School care	\$17.00	\$85.00
After School care	\$19.00	\$95.00
Vacation Care (school age care)	\$49.00	\$245.00

.Two weeks notice is required to reduce booked care or cancel care. If you do not provide two weeks notice for cancellation of care two weeks fees are payable.

