

 www.happyhaven.sa.edu.au/mallala

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 mallala@happyhaven.sa.edu.au



**HAPPY
HAVEN**
OSHC

MALLALA OSHC

SESSION TIMES & FEES

SESSION TYPE	OPENING TIME	CLOSING TIME	STANDARD BOOKING	FEE 85% CCS	SHORT NOTICE BOOKING	FEE 85% CCS
Before School Care	6:30am	8:30am	\$17.00	\$3.27	\$22.00	\$4.68
After School Care	3:15pm	6:00pm	\$24.00	\$4.62	\$29.00	\$6.16
Pupil Free Day	7:00am	6:00pm	\$64.00	\$12.32	\$69.00	\$13.33
Vacation Care	7:00am	6:00pm	\$64.00	\$12.32	\$69.00	\$13.33
Early School Finish	2:15pm	6:00pm	\$32.40	\$6.89	\$37.40	\$9.22

ADDITIONAL FEES

Late Fee (Per Family)	\$25.00	For the first 15minutes
	\$60.00	After the first 15minutes
Fail to Notify (Per Family)	\$10.00	Applicable where the service is not notified by the family that a child won't be attending a booked After School Care session, or where a child arrives at the session without a booking being made.
Rejected Direct Debit	\$12.00	When a rejected/failed Direct Debit occurs
Hat Fee (per child)	\$12.00	If a child attends without a hat on an excursion day. This cost is for the purchase of a new hat. Your childs name will be written on the hat and theirs to keep.
Lunch Fee (Per Child)	\$10.00	If a child attends a PFD/VAC without a lunch, we can provide a sandwich, piece of fruit and a snack.
Enrolment Fee (Per Family)	\$25.00	Once off fee for enrolment at the service, given that you use the service at least once in 365 days.

CANCELLATIONS & ABSENCES

Absence	FULL FEE (MINUS CCS)	BSC/ASC: Bookings cancelled within 7 days of the booking will be classed as an Absence Day. VAC: Bookings cancelled within 14 days of the booking will be classed as an Absence Day
Cancellations	N/A	BSC/ASC: Bookings cancelled outside of 7 days from the day of booking will be cancelled free of charge. VAC: Bookings cancelled outside of 14 days of the booking will cancelled free of charge.

Where a booking falls on a Public Holiday, you will NOT be charged for that session as Happy Haven OSHC will not be open. If you have a permanent booking on a Pupil Free or School Closure day, you will be automatically booked in for the Pupil Free Day or School Closure Day. If you wish to cancel this booking with no charge, please see cancellation date on promotional information.

HOW TO ENROL



**HAPPY
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OSHC

MALLALA OSHC

- Head to www.happyhaven.sa.edu.au
- Click '[Book Now To Fully Booked](#)'
- This link directs you to the enrolment page containing comprehensive information.
- Once you have enrolled you will receive a welcome email from Fully Booked.

TO COMPLETE YOUR REGISTRATION

THE FOLLOWING INFORMATION IS REQUIRED

1. Diagnosed allergy, medical, asthma, anaphylaxis, additional needs, dietary requirements (You will be required to upload any medical action plans, health support plans and any relevant supporting documents. We will then be required to approve these documents before you can make bookings) if applicable.

2. Credit card or bank account details for direct debit purposes

3. Court Orders if applicable

4. Emergency contact details in case you are not contactable in an emergency

5. Doctor, Medicare, immunisation details for your child

6. To receive child care subsidy you will need to provide Centrelink CRN for yourself and the child you are enrolling along with all parties date of birth.

BOOK NOW



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Seesaw is a way for educators to record children's time at OSHC and share it with their families. Each child has their own journal and educators will be able to add learning stories to it, such as photos, videos and formal observations. Parents are notified via the app when there are new Seesaw posts. Families are only notified about their own child's learning journal, ensuring all data is safe and secure.

Happy Haven also uses Seesaw to communicate and advertise vacation care, pupil free days and special events. To sign up to Seesaw you will need to download the app "Seesaw parent and family" on your table or smart device. Once you have done this please see our staff to receive your child's individual QR code.