HIGHGATE SCHOOL

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Highgate Out of School Hours Care Policy Statement Philosophy Policy

1. Highgate School's Out of School Hours Care (OSHC) philosophy is in line with the philosophy and outcomes outlined in the National Quality Agenda and *My Time, Our Place* – Framework for School Age Care in Australia. The OSHC service will address and prioritise the seven quality areas as described in the National Quality Standards. Those quality areas being: Educational program and practice; Children's health and safety; Physical environment; Staffing arrangements; Relationships with children; Collaborative partnerships with families and communities; Leadership and service management.

2. Consistent with the National Quality Standards, OSHC is committed to:
   2.1 Ensuring maximum access and participation for the whole school community
   2.2 Building strong relationships between management, staff, parents and children
   2.3 Ensuring continuous improvement

3. The OSHC service aims to provide the students and the wider School community with high level, professional care for children outside of school hours. OSHC's philosophy is based on duty of care, reciprocal responsibility and ethical action, where the primary interest is the safety and wellbeing of students and their families as well as the staff. The OSHC service will aim to, 'ensure that children have opportunities to engage in leisure and play-based experiences which are responsive to their needs, interests and choices and that challenge and contribute to their ongoing development'. In order to achieve these aims, the OSCH Director, staff, School Principal and management sub-committee will;
   3.1 Provide students with a safe and nurturing environment.
   3.2 Behave in an ethical, equitable manner at all times, showing respect for all individuals.
   3.3 Understand the needs of students of different ages, cultures and family backgrounds and provide diverse experiences that take these differences into account.
   3.4 Consult with students regarding their interests, preferences for activities and review the relevance/popularity of existing activities.
   3.5 Provide an environment where students are happy and secure, whilst providing opportunities to foster moral development, build friendships and develop an overall sense of wellbeing.
   3.6 Encourage children to express themselves, to communicate with and listen to others and to make choices and decisions and experience natural consequences.
   3.7 Encourage children to take risks and seek challenges as part of their exploration of a safe environment.
   3.8 Guide children's behaviour in order to build their confidence and self-esteem.
   3.9 Develop positive relationships between staff, parents and children, with an emphasis on clear, professional and regular communication between parents and staff.
   3.10 Address the concerns of parents in a timely, professional and ethical manner.
   3.11 Develop appropriate feedback mechanisms to ensure OSHC aims are met.
   3.12 Develop clear and professional communication with the School's Principal and Governing Council representative to ensure compliance with School policies, protocols and philosophy.
   3.13 Follow agreed upon procedures and protocols as described by the Policy statements formulated by the management sub-committee and ratified by School Council.