

Cancellations

Please Cancel with as much notice as possible. Cancellations must be made before 8:00am on the day of your scheduled booking. Just leave a message on the answering machine or send an email stating the changes to booking, or cancellation. If you cancel after 8:00am you will be charged for the complete booking schedule for that period.

Educators/Ratios

We have 3 full-time Educators
We take up to 15 children at any one time.
Minimum 1 educator to four 0-2yr olds
Minimum 1 educator for eight 2-5yr olds

Parent Committee

Our centre is run by You, the families.
Have your say and support the centre.
We need your help!

To run the centre we need a committee with a President, Treasurer, Secretary, fundraising and fellow committee members.
If you are interested please ask staff for more information.

Registration/Fees

To register with the centre all you need to do is fill out an enrolment form. Forms can be found at the centre or downloaded from our website. Once your form is filled out bring it in or email it along with an immunization report and a birth certificate. We have facilities to make copies if required.

A registration fee is charged per family. Once forms are handed in, orientation 1-hour trial is completed and registration is paid you are free to make bookings as you require.

New Families Annual Registration	\$105
1 Hour Trial/Orientation	\$15
Returning Families (consecutive year)	\$50

Bookings – Casual or Regular

Casual bookings can be made up to four weeks in advance, for the current month and the following month. Regular bookings are available with a minimum of 4 hours and up to any amount of days you require. Regular bookings are beneficial if you have a weekly commitment and don't want to risk a casual spot.

You can make bookings via email, over the phone or in person. All bookings require confirmation before arrival on the day.
You can book for any length of time throughout the day starting from 1hr up to a full day.

Hourly Fee:	\$15
Full Day (8:30-4)	\$100



(02) 9436 4118

info@kidsnest.org.au

OPERATING HOURS

8:30 am to 4.00 pm Monday to Friday
Crows Nest Community Centre
2 Ernest Place Crows Nest 2065

Casual and Regular bookings are available

Casual Bookings are based hourly and
Regular bookings are two sessions:

Morning Session: 8:30am-12:30pm
Afternoon Session: 12-4pm

Come have a tour of our centre.
Meet our friendly staff and get some more information
on occasional care.

What to bring

♥ Nappies

We recommend at least 3 for a full day. Name of child must be written on each and unpacked at arrival.

♥ Water Bottle

Water bottles are placed on the shelf by the front door so your child has access to it through out the day.

♥ Sleep Bedding

All children either nap or have 'quiet time' on their beds. If your child is attending during our rest period, please bring a fitted sheet and a light sheet to cover.

♥ Comforters

You are welcome to bring any comforters your child requires during their stay.

♥ Lunch

Lunch is stored in the fridge or lunch basket. We have a compact oven to heat anything required. Please label all food with child's name and heating instructions. Ask our staff or check out our munch and move display for lunch ideas.

♥ A Fruit or Vegetable

This is to contribute to morning and afternoon tea that is prepared by the educators at Kidsnest

♥ Change of clothes

All items should be labelled with the child's name.

Routine – Our Day at Kidsnest

8.30	Inside play	The tables are set up with planned activities for the day. The children are welcome to get out what they like from the trays.
10.00	Morning Tea	Morning tea is supplied. See our menu on display in our kitchen area
10.30	Outside Play	The yard is set up in the morning with planned activities for the day.
11.00	Art and Craft	Children are offered to participate in art and craft experiences which link with our educational program.
11.45	Group Time	Information on our group time experience. Is written daily. It can be found displayed near our entrance.
12.00	Lunch	Lunch is brought from home. All food needs to be labelled, with heating instructions and placed in fridge.
1.00	Sleep Time	children who are here all day are encouraged to sleep or have quiet time.
3.00	Afternoon tea	Afternoon tea is supplied.
4.00	Home time	We close at 4pm so we ask that you pick up prior to this time.

Alternate Routines

We are flexible with our routine. If your child is under 1, we ask if you please bring a written routine or email one and we will follow it as best as we can!

Settling your child - Start with a short Visit!

We recommended to begin your child with a short visit of 1 or 2 hrs. As they settle we can increase the hours to what you require.

We recommended that you stay no longer than 5 minutes with your child as it can distress your child further if they think you are staying.

Say Goodbye!

We always recommend you say goodbye to your child and let them know that you will be coming back. Even if they become upset it helps them understand and can be less distressing than if you sneak away and they have no idea where you are.

All our staff are experienced in settling children in to childcare. It is something that the centre specialises in. Honesty is the best policy! It will help your child quickly cope with the changes that are happening with starting a new centre.

Educational Program

We believe in learning through play. Our main focus is socialization but we also incorporate the ACECQA Framework Outcomes. We can help your child achieve the skills they need to prepare for the next step, School, Preschool and Long Day Care.

We have an ever evolving program that can cater to individual children's needs to ensure a great start in life for all children in our care.