Your Child’s Foundation to Lifelong Learning and Flourishing

This document provides detailed information about The Early Years at Seymour Program. This program will begin in 2014. The prospectus should be read in conjunction with The Early Years brochure, which presents the thinking behind the initiative.

Opening of The Early Years at Seymour Program

The 3-year-old and the 4-year-old programs will continue from the beginning of the 2014 school year.

The new purpose-built Early Years building will be operational from Term 3, 2014. Our babies and toddlers program will commence then.

The new building will have spacious learning for the various age groups. There will be specialist facilities in all areas, and children will be able to play in a variety of areas, including a large undercover area.

The following learning spaces will be offered for girls and boys:

- Babies and toddlers space from 6 weeks to 36 months (two spaces)
- A 3-year-old learning space
- A 4-year-old learning space, and a transitioning to school space

Ages and programs for The Early Years at Seymour

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Babies &amp; toddlers 6 weeks to 36 months</th>
<th>3 year old</th>
<th>4 year old</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuous program operating from 7.00 am to 6.00 pm Monday - Friday</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Casual bookings dependent on availability</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Permanent bookings minimum days per week</td>
<td>1 day</td>
<td>2 days</td>
<td>3 days</td>
</tr>
<tr>
<td>Permanent bookings maximum days per week</td>
<td>5 days</td>
<td>5 days</td>
<td>5 days</td>
</tr>
<tr>
<td>Teacher-facilitated program from 8.30 am to 3.30 pm during term time</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>All food and drink provided</td>
<td>Yes, except formula</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Nappies provided</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
**Capacity of the program**

The Early Years at Seymour Program is licensed with the Education and Early Childhood Services Registration and Standards Board of South Australian (EECSRSB) with a capacity for 80 students per day. This will increase to 120 children per day from Term 3, 2014. There will be a maximum of 40 places available for children in each learning space.

**Staffing ratios for various age levels**

Our staff are early childhood specialists committed to providing the highest quality programs for all children. They have the skills and knowledge to support the children's learning, health, safety and wellbeing.

Staffing ratios are governed by the National Quality Framework, Regulations and the National Law. Seymour will operate under the appropriate staff/child ratios at all times.

**Uniform code**

All children attending the 3-year-old and 4-year-old programs are expected to wear The Early Years at Seymour uniform, which can be purchased from the Seymour College Shop.

- striped polo
- green shorts
- track pants
- rugby top
- slouch hat
- sandals *
- socks
- shoes *

All items apart from those marked with * can be purchased from the uniform shop.

**Cost**

$95.00 per day
Bookings for permanent sessions
Spaces are limited and permanent bookings for The Early Years at Seymour must be made on enrolment.
Sessions are not able to be swapped.
All sessions will be charged for in full, even if a child is absent.
When a child is absent due to illness or holiday, the Centre needs to be notified so staff ratios can be met and casual vacancies can be offered.
Public holidays will be charged at the normal daily rate.

Casual bookings
Casual bookings can be made and are dependent upon availability of spaces.

Cancelling sessions
Cancelling of a permanent booking will require a term’s notice in writing.

Does enrolment in The Early Years program continue through to the College?
Enrolment in The Early Years at Seymour does not constitute ongoing enrolment in the College. A separate enrolment application must be completed for Seymour College from Foundation (Reception) onwards if you require a place in the College. An application form can be downloaded from our website www.seymour.sa.edu.au or please call the Enrolments Office on 8303 9000.

Information on the Child Care Benefit (CCB) and Child Care Rebate (CCR) and what this means for families
The Early Years at Seymour is an approved child care service for the purposes of the Child Care Benefit.
The Australian Government provides families with the following assistance with the cost of child care:

Child Care Benefit
Child Care Benefit (CCB) is available to families to reduce the cost of your child care fees. It is paid when a child in your care attends a child care service that is approved for the purposes of Child Care Benefit, or a registered child care service. Families are required to apply to be assessed for eligibility for Child Care Benefit. The CCB is a means-tested payment.
Child Care Rebate

The Child Care Rebate (CCR) is an additional payment available to families who choose to use an approved child care service. There is a further requirement that you are working, training or studying at some time during the week the child care service is used, or an exemption applies. No minimum number of hours are required.

The Child Care Rebate covers 50% of your out-of-pocket expenses up to the annual cap. For the 2013 - 2014 income year, the annual cap is $7,500 per child per year.

The CCR is not a means-tested payment. Families have the option to receive the CCR by fortnightly, quarterly or an annual lump sum payment to a nominated bank account. Alternatively, families can have the CCR paid to the Early Years at Seymour and receive a fee reduction.

Further information on your eligibility for CCB and CCR can be accessed at Online Services at the Department of Human Services or by calling 13 61 50.

Absences from The Early Years at Seymour – CCB and CCR Payments

Child Care Benefit and Child Care Rebate are paid for up to 42 absence days per child each financial year. These can be for any reason including public holidays and do not require proof.

Additional absence days are available once the initial 42 absence days have been used. There are a number of reasons why additional absence days can be accessed. Documentation may be required to support these absences.

Priority of Access Guidelines

A requirement of being an approved child care service is that we follow the Australian Government’s ‘Priority of Access Guidelines’, when there is a waiting list or a number of parents are applying for a limited number of vacant places.

Every Child Care Benefit approved child care service has to abide by the guidelines and advise parents of the priority of access guidelines at the time of enrolment.

When required The Early Years at Seymour will allocate enrolments on the following basis:

- Priority 1 a child at risk of serious abuse or neglect.
- Priority 2 a child of a parent (or both parents if you have a partner) who satisfies the Government’s work, training, study test (for the purposes of the priority of access guidelines).
- Priority 3 any other child.

Within each of these main categories, children are to be given further priority as follows:

- children in Aboriginal or Torres Strait Islander families
- children in families that includes a disabled person
- children in families which include an individual whose adjusted taxable income does not exceed the lower income threshold of $41,902 for 2013 – 2014, or whose partner is on income support
- children in families from a non-English speaking background
- children in socially isolated families
- children of single parents.

The Early Years at Seymour may require a Priority 3 child to vacate a place to make room for a child with a higher priority. This can only occur if:

- Parents are notified when you first enrolled your child that the priority of access guidelines are followed, and
- Parents are given at least 14 days’ notice of the need for your child to vacate.

Further queries can be directed to:

Mrs Chris Stepień, Director, The Early Years at Seymour Phone 8303 9001 Email cstepien@seymour.sa.edu.au

Mrs Sally Penn, Director of Enrolments and Community Relations Phone 8303 9000 Email sjpenn@seymour.sa.edu.au