Dear family,

Seacliff OSHC offers a ‘walking bus’ service to assist in the transportation of Seacliff Kindergarten children to Seacliff Outside School Hours Care.

This service is available for afternoon sessions on Monday to Thursday only.

Families are required to fulfil the enrolment process and provide a minimum of a week’s notice to ensure that adequate staffing is in place.

A thorough risk assessment has been conducted by OSHC staff and is available upon request.

**Procedure/ Policy**

A qualified, first-aid trained OSHC staff member will walk down to the Seacliff Kindy, collect the children at 3pm and walk them to back to Seacliff OSHC. This staff member will have in their possession and be familiar with

- Children’s health care plans
- Emergency contact
- Booking/ consent forms
- First Aid Kit

A mobile phone will be carried at all times and should an incident occur, a back-up person stationed at OSHC will be immediately available if required.

Upon collection, a full handover will ensue, including medication and any relevant documentation and information.

Prior to departure, children will be reminded to go to the toilet, fill their drink bottles and wear a hat and sunscreen if required.

Children will be responsible for carrying their own bags and will walk at a comfortable pace, resting when required.

To use the service, please contact Seacliff OSHC

**Extreme Weather**

The Walking Bus service will not be available when the temperature is forecasted at 36 degrees or when heavy rain is expected.

*Email: seacliffoshc@gmail.com*
*Mobile: 0414 293 860*
*Phone: 8298 3742*

Kind regards,

Adam Panetta
Seacliff OSHC Director