



Early Years After & Before College Care  
Street: Springfield College Drive  
Postal: PO Box 4180  
SPRINGFIELD QLD 4300  
Email: [abcc@tsac.qld.edu.au](mailto:abcc@tsac.qld.edu.au)  
Phone: 07 3818 5780  
Fax: 07 3818 6688  
Main ABCC: 0437 617 794  
Early Years ABCC: 0438 071 194

Dear Parents,

We are pleased to welcome you and your child to The Springfield Anglican College Early Years After and Before College Care (TSAC EY ABCC). The ABCC service operates to provide a safe and happy environment for students of the College and The Tiny Tartan Kindergarten before and after school hours, and during the vacation periods. It aims to provide a balanced program at an age appropriate level, including a wide variety of play and recreational activities to meet the needs and interests of the children.

The first step in enrolling your child in TSAC EY ABCC is to complete the attached enrollment form. Please note if you have more than one child enrolling, you will be required to complete an Enrollment Form for each additional child. Additional enrollment forms are available either on the website or from the ABCC office. To enable us to plan for next year please return the completed form as soon as possible to the Primary Campus Reception.

### **New Families**

*It is a necessary part of the enrollment process that you make an appointment for an interview. An appointment can be arranged with Miss Amie Harris at the Orientation Day, by calling the ABCC office on 07 3818 5780 or by email on [abcc@tsac.qld.edu.au](mailto:abcc@tsac.qld.edu.au). ABCC office hours are Monday to Friday 8:00am till 4:00pm during school terms and vacation care. Unfortunately, we will be unable to make appointments for Saturdays.*

The interview should take no longer than 30 minutes. During this time, you will be shown around the facility, procedures will be explained, and we will go through the enrollment form so that ABCC is sure that it has all the information necessary to provide high quality care to your child. Please bring with you your Centerlink Customer Reference numbers for yourself and your child/ren if you wish to claim CCS. You will also need to bring any Medical or Allergy Action Plans and up to date record of your child's Immunization.

During the interview you will view a copy of the ABCC Family Handbook for 2021. A copy of the Handbook is available on the TSAC website. Please take the time to read this document as it contains valuable information relating to your child's time at ABCC.



## General Information

### **HOURS OF OPERATION**

<b>Morning Care - Term Time</b>	<b>6:45am - 8:15am - EY ABCC 6.45am - 8.30am - Main ABCC</b>
<b>Afternoon Care - Term Time</b>	<b>3.00pm - 6.30pm - EY ABCC 2:45pm - 6:30pm - Main ABCC</b>
<b>Vacation Care</b>	<b>6.45 am– 6.00pm - Dates to be advised</b>

### Program

- Mornings: breakfast is offered between 6:45-7:30am for a small fee. A variety of cereals, toast and spreads, fruit and a glass of water or milk will be available daily. Alternatively, you are more than welcome to bring your own breakfast if your child did not get chance to eat at home.
- The program is based on the My Time Our Place framework. It acknowledges the importance of play and leisure in children's learning and development and that their learning is not limited to any particular time or place.
- The programs can include Art, Craft, Sport, Games, Cookery, Group Activities, Board Games, and Physical Activities. Activities are based on children's ideas with guidance and support from staff.
- Vacation care programs are available approximately 2 to 3 weeks prior to the start of holidays. Bookings are essential. Vacation care forms will be available from ABCC parent information area and uploaded on our College Website [www.tsac.qld.edu.au](http://www.tsac.qld.edu.au)
- The same standard of behaviour required during school hours is practiced at TSAC ABCC.

### Child Care Subsidy

- Customer Reference Numbers (CRN) are now required for all families & children wishing to claim Child Care Subsidy (CCS). Please complete the appropriate sections on the enrolment form.
- If you have not previously registered for the Child Care Subsidy and wish to do so, call the Dept. of Human Services on 13 61 50 or visit myGov to begin the process. The Dept. of Human Services will ask you to forward details to ABCC.
- It is important that all children commencing school (Prep year) notify Dept. of Human Services that their child is now attending school and Outside School Hours Care. Amounts that can be claimed are different in School Aged Care.

We at TSAC ABCC welcome any inquires you have regarding our service. Please feel free to contact us at any time by phoning 07 3818 5780 or email [abcc@tsac.qld.edu.au](mailto:abcc@tsac.qld.edu.au).

Kind Regards,  
Amie Harris  
Director & Nominated Supervisor ABCC