

John Paton  
DIRECTOR  
CORPORATE SERVICES  
City of Vincent  
14<sup>th</sup> December 2015

Dear John

North Perth Out of School care currently leases the North Perth Town Hall to operate an After School Care program, during school term times, Monday to Friday between the hours of 3pm and 6pm. We have an average of 30 children attending, each afternoon the enrolled children are collected from the school and then escorted to the Town Hall where a healthy afternoon tea is served and then the children are able to participate in various activities.

The service also operates during the school holidays Monday to Friday from 8am to 6pm offering a Vacation care program. There are an average of 50 children attending each day where there are a large variety of excursions, incursions and lots of activities both inside and outside available when the children are at the Town Hall. Again as the After School care program healthy food is offered for both morning and afternoon tea.

Both programs are regulated by The Education and Care Regulatory Unit (ECRU) and are regularly assessed to ensure compliance of the NQF (National Quality Framework).

North Perth Out of School Care would kindly ask that the City of Vincent consider the proposal below, for the service to operate a Before School program from the Town Hall.

In the last few months a number of families have enquired about the possibility of a Before School program being operated from the Town Hall. At present there are 25 families who have expressed an interest and the program would be catering for over 70 bookings per week.

The service would want to look at operating Monday to Friday between the hours of 7am-8.45am. I feel this would leave ample time to ensure that the Town Hall is ready for the Toddler Soccer Program that is currently run every Friday morning during term time from 9am.

Only North Perth primary School children would be permitted to enrol at the Before School care program, where we would serve the children with a light healthy breakfast of no sugar cereal, wholemeal toast, fruit and water. A small range of quiet activities including board games, lego, reading and colouring in/drawing would be available during the program.

To ensure the safety of the children, at the end of the session the children will be signed out and escorted to the school grounds and any Pre-primary children will be taken directly to their classrooms.

The Education and Care Regulatory Unit (ECRU) would be informed of the new program to enable them to visit to assess the program if required.

As with the current Agreement North Perth Out of School care will abide with the Terms and Conditions and ensure that the Town Hall is left tidy and presentable for any other programs that are leasing the Hall.

Thank you for your consideration.

Yours sincerely



Carol Ellis  
Centre Director