



1.1 Service Information

Introduction

Welcome to John Street Community Early Childhood Cooperative (John Street), a parent-managed incorporated non-profit organisation established in 1973 to provide an education and care service for local families.

This Policy and Procedures document details John Street's commitment to providing quality education and care that develops the potential of children, educators and John Street as a learning community, in accordance with current legislation, the expectations of families and surrounding community values.

History

John Street was formed in 1976 from the generous donations of E M Dauber. Formerly known as the Fitzroy Community Childcare Co-operative, a name change was initiated in 1997 in order to establish a firmer identity within the surrounding Fitzroy community.

In 1998, we merged with another well-known and well-established Fitzroy centre, Central Fitzroy Childcare Co-operative, in the interests of preserving community-based childcare.

Venue

John Street Community Early Childhood Cooperative
23 John Street, Fitzroy, VIC, 3065
Phone: (03) 9419 6659

John Street Community Early Childhood Cooperative respects Australia's Aboriginal and Torres Strait Islander cultures as a core part of the nation's history, present and future by recognising the distinctive rights that Indigenous Australians hold as the original peoples of this land.

We acknowledge the Wurundjeri people of the Kulin Nation as the traditional owners of this land on which John Street Community Early Childhood Cooperative is located.

Purpose

The constitutional purpose of John Street Community Early Childhood Cooperative is to:

- Provide for the childcare needs of families regardless of race, sex, disability, religion, political or social beliefs or practices, or socio-economic status;
- Provide a varied, stimulating program for the children, taking into account their individual needs and development;

July 2018

- Ensure the children receive attentive loving care as individuals in an environment where they can feel safe and secure;
- Ensure that staff are able to fulfil their role in an environment where their rights and needs are recognised;
- Promote positive parent/child relationships through interaction with and support of the family unit;
- Encourage parents to contribute to and participate in the daily activities of John Street;
- Develop and maintain a positive relationship between John Street and the local community; and
- Be actively involved in policy formulation and community development work regarding childcare and related issues, including, for example, lobbying local government when necessary to ensure the rights of parents to affordable, quality childcare are protected.

Approval to operate a service and provide education and care

John Street is an approved child care service under *Section 195 of the A New Tax System (Family Assistance) (Administration) Act 1999*, for the purposes of Child Care Subsidy, approved to operate with a maximum of 57 children being cared for at any given time. These children may be aged between 4 months and 6 years.

John Street holds a provider approval and a service approval under *Sections 15 and 48 (respectively) of the Education and Care Services National Law Act 2010*, for the purposes of regulating education and care services for children.

Hours of Operation

John Street is open Monday to Friday from 7.30 am to 6.00 pm.

- **Public Holidays** - John Street is closed on all gazetted public holidays. These days are charged as normal days of child care.
- **Setting up and Packing up days** - One or two days may be allocated at the beginning and end of each year to facilitate setting up, cleaning and packing away equipment for the holiday closure. Childcare is not available on this day and parents are given advance notice. No child care fees will be charged on these days.
- **Staff Development Day** - One day each year is set aside for staff training, decided upon by The Board of Management and the centre Director. Adequate notice is given to all families to enable them to organise alternative care for the day. No childcare is available on this day and it is not charged.

Authorisation

This policy was approved by the John Street Board in July 2018.