

Kirrawee Child Care Centre  
473 Princes Highway Kirrawee NSW 2232.  
PO Box 301 Gymea NSW 2227.  
Tele: 02 9545 4556 Fax: 02 9545 1818

[www.kirraweechildcare.com.au](http://www.kirraweechildcare.com.au) email [kccc@kirraweechildcare.com.au](mailto:kccc@kirraweechildcare.com.au)



### Childcare Benefit.

The Child Care Family Assistance is part of the Federal Government Child fee reduction system. It is means tested based on the taxable combined income of both parents.

Some families choose to pay full fee and claim the reduction at the end of the financial year to be deducted out of their tax.

Regardless which method a family chooses, each family must inform The Family Assistance Office and obtain 1) Family ID number 2) a Child Reference number.

**This information along with the date of birth of both parents and to which parent the child is linked to, must be given to the Centre before enrolment at the Centre.**

The fee reduction is different from the **Cash Rebate** which is a percentage (nominated by the Govt. Currently 50%) of the fee paid. This percentage is transferred directly by Govt. to a bank account nominated by parent.

There will be accountability of days absent and the onus is on parents to **provide the reason for the child's absence in writing** and signing for the absence on the weekly attendance sheet, in the right column (there is a form to be filled by the family every time the child is absent). The FAO will be dealing directly with parents and **crediting** or **debiting** them directly.

Fees are payable on absent and sick days. Once the allowable absent days are used full fees are payable on any absent day(s), therefore it is important to report and record absences correctly.

The numbers of days of allowable absence are 42 days including 12 days public holidays, and 30 days for being sick and or other reasons including holidays taken by families. For legitimate reason such as sickness a clearly written and signed Doctor certificate is required.

If nothing is submitted to the Centre, the absence will be counted as un-allowable absent i.e. with no reason given, as a result the number of days of allowable absent are reduced.

It is every family's responsibility to keep FAO informed of every change in their situation.

The Centre is advised weekly of the amount of fee payable by parent, therefore fee must be at least one week in advance and full two weeks bond kept at all times.

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## **Allowable Absences and Approved Absences**

Allowable Absence Days - CCB is paid for up to 42 allowable absence days for each child per financial year across all approved long day care centres, family day care, schemes and specialised outside school hours care services. Allowable absence days can be taken for many reason such as,.

Fee Reduction is payable for absences taken for the following reasons:

- Illness (with a medical certificate)
- Non-immunisation
- Rostered days off
- Rotating shift work
- Temporary closure of a school or pupil free days
- Public holidays and holidays taken by families.
- Period's of local emergency
- Court order shared custody
- Attendance at a preschool

Once the child has reached 42 allowable absence days Fee Reduction (CCB) is not paid for any further absences, unless the absences are taken for an approved absence (please check with FAO if you have consumed your allowable absence and are requiring approved absence otherwise **full** fee is charged in spite of absence.

## **Priority of access guidelines**

The Commonwealth has determined priority of access guidelines for children's Services. These guidelines embody the principles and philosophy underlying the Commonwealth's involvement in childcare and assist the Commonwealth in achieving the objectives of the Services for Families with Children Program by providing priority of access to particular people.

Please refer to Commonwealth Government Department of Family and Community Service annual handbook.