



FDNA Limited Hours Care

Limited Hours Care provides short-term care of children aged between six weeks and six years to enable the primary carer to 'take a break'. Children are cared for by qualified early childhood professionals in an environment that provides a range of experiences that are age appropriate and in a safe, secure, and caring environment.

Location: Jubilee Park Stadium, 83-85 Hillcrest Road, Frankston VIC 3199

Hours: Monday & Friday 9am - 11am

Parents/guardians can leave the facility. Closed Public holidays and three weeks during Christmas/New Year.

Enrolments

An enrolment form for each child must be completed prior to attendance. Forms are available from the Stadium or can be downloaded from the website www.jubileeparkstadium.com.au. You can email your child's completed enrolment form along with your child's completed immunisation record to operations@fdna.com.au.

Bookings

Bookings are essential. Bookings are to be made online through our Plan to Attend form located on our JPS Website: www.jubileeparkstadium.com.au. Unfortunately, we do not have a wait list. Fees
Fees per child, per session are as follows (as of 28 April, 2025)

- Casual session \$10.00

Note: Childcare Subsidy (CCS) is not applicable to limited hours care services. Cancellations and no-shows
Notice is required for cancellation. If your child is unable to attend, please notify staff before 8am by emailing us at operations@fdna.com.au on the morning of the session. Failure to notify the Centre will result in payment for that session.

Arrival and Departure

Under requirements set out by the Children's Service Regulations 2020, parent/guardians must sign their child in each day on arrival and out prior to departure and must include the name of the child, who will be collecting the child, signatures of parent/guardian and a contact phone number.

Please be mindful that when dropping off or collecting your child, that you do so with only the children in your care.

Collection of Children

To ensure the safety of the child, only authorised nominee will be allowed to collect a child from the Stadium. It is the parent/guardian's responsibility to inform the Stadium of any changes to the authorised nominee.

If you are unable to collect your child, childcare staff must be informed in writing or via telephone of the name of the person who will be collecting your child. The person collecting the child will need to provide photo identification before the child will be released into their care.

Illness/Injury

Children who are infectious or unwell should be kept at home. In the event of an illness or injury the parent/guardian will be contacted immediately. Parents are asked to contact childcare if their child has been diagnosed with an infectious disease.

Anaphylaxis/Asthma Action Plans

If your child has anaphylaxis, an allergy or asthma, a copy of an Action Plan signed by a doctor is to be provided at the time of enrolment.

Children diagnosed with Anaphylaxis will require a Risk Minimisation plan to be prepared prior to their first visit to childcare.

Medication

Children with Action plans for Anaphylaxis, Allergy or Asthma are required to bring their medication at each visit. Failure to do so will result in the child being unable to attend the service.

Due to the short nature of the sessions, it is preferred that any non-critical medication is administered prior to arriving for the session. Medication will only be administered with written permission and a completed medication request.

What to Bring

- clearly labelled bag and change of clothes.
- nappies
- clearly labelled drink bottle

Food

Food is permitted in childcare however is limited to fresh fruit & vegetables only. Please cut up fruit/vegetables (if needed) and put in a clearly labelled container.

Queries

Queries should be directed to the reception staff on 9776 5155 or the Limited Hours Care Team on 9776 5155 between the hours of 9am and 12pm or you can email us at operations@fdna.com.au

Complaints/Grievances

Any queries or complaints that cannot be resolved by staff can be directed to the Operations Manager on 9776 5155. Limited Hours Care staff will be available from 9am to 12pm Monday & Friday for any enquiries and to tour the childcare facility.