



EAST ADELAIDE SCHOOL OSHC ADVISORY COMMITTEE ROLE STATEMENT

The East Adelaide School OSHC Advisory Committee is a sub-committee of the East Adelaide Governing Council. This committee enables a forum to consult and advise

Membership of the OSHC Advisory Committee includes:

- The Principal or representative of the leadership team
- A member of Governing Council (preferably a parent user of the service)
- Parent users of the service
- The OSHC Director
- Staff representation in larger services

OSHC staff are welcome to attend meetings on a voluntary basis.

The OSHC Advisory Committee identifies and elects a chairperson and secretary annually.

Meeting times:

The committee meets twice a term prior to Governing Council Meetings.

Historically they have been 6.30pm on a Tuesday, twice/term for an hour.

The role of the subcommittee is to:

- Assist the Governing Council to meet the relevant Australian and South Australian Government legislation and standards (National Quality Standards)
- Support and assist the Governing Council, Principal/or delegate and OSHC Director to ensure that the quality of the care being offered is in keeping with the values, principles and policies of the school, council, community and DECD
- Advocate for, represent and ensure that children, families and staff have a voice in the management of the OSHC service
- Report utilisation numbers
- Committee meetings discuss, research, seek additional advice, analyse and make recommendations in the best interests of the staff, children, families, the service and community to the governing council for ratification by the Governing Council
- The Committee reports to each Governing Council meeting on matters relating to budgets, fees, monitoring processes and day-to-day operation of the service
- The Committee supports the OSHC Director and staff in the day-to-day operation of the service
- Meetings are held regularly and recorded appropriately