

East Adelaide School Out of School Hours Care Last Minute Booking Fee



Families are able to book in their children up until 6pm the night BEFORE any session. Any bookings after this time will require families to call OSHC directly to enquire about adding their child(ren) to the role for the day. This will incur a Last Minute Booking Fee surcharge of \$5 on top of the original booking fee.

Last Minute Booking Fee

- An additional \$5 surcharge to any booking made on the same day as care needed
- If a child needs to be added to our roles on the day – Brought over from the front office or not already on our role.
- OSHC staff will use discretion for potential waiving of this fee based on circumstance

How is it applied?

- After confirmation from OSHC of the Last Minute Booking Fee, the \$5 surcharge will be manually added to the account and will show in the fortnightly statements
- This process will occur immediately after the phone call or email.

How to avoid a Last Minute Booking Fee Surcharge

- Families can avoid the Last Minute Booking Fee surcharge by booking their child(ren) into OSHC before 6pm the night before the session.

OSHC staff will use discretion at all times when considering to waive the Last Minute Booking Fee based on circumstances.