**Checklist for OSHC & Vacation Care Enrolments**

* Enrolment form completed on My Family Lounge using a web browser
* Access Mount Evelyn Primary School and Woori Yallock Primary School web sites
* Immunization records uploaded on My Family Lounge
* Any diagnosed medical condition action plan uploaded to My Family Lounge with doctor signature provided
* Medication in original packaging supplied to service if required
* Any court order currently in place uploaded to My Family Lounge
* Have you updated your My Gov account and completed your assessment for eligibility for CCS subsidy? Please remember to go back into your MyGov account to confirm placement. Once confirmed email childcare service to let admin know you have confirmed. Admin will then apply your families CCS subsidy.

We'll work out how much CCS you’re entitled to using [your family income estimate](https://www.humanservices.gov.au/individuals/enablers/your-family-income-estimate/29991).

QR Code all documentation for OSHC is available clicking on code.

* Law Act
* Policies
* Regulations
* Risk Assessments
* Vacation Care Booking Form
* Curriculum Day Booking Forms

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| **The Child Care Subsidy (CCS) hourly rate caps and family income thresholds will go up from 8 July 2024.**  The hourly rate caps and income thresholds are adjusted annually based on the Consumer Price Index (CPI).  The maximum hourly rate we subsidise is based on the type of care you provide. The 2024–25 hourly rate caps for each care type are outlined below.   | **Care type** | **Hourly rate cap for children below school age** | **Hourly rate cap for  school-age children** | | --- | --- | --- | | Centre Based Day Care | $14.29 | $12.51 | | Outside School Hours Care | $14.29 | $12.51 | | Family Day Care | $13.24 | $13.24 | | In Home Care (per family) | $38.87 | $38.87 |     The family income thresholds will also change according to CPI, as outlined below:   | **Family income** | **Subsidy rate** | | --- | --- | | Up to $83,280 | 90% | | More than $83,280 to below $533,280 | Decreasing from 90%  The percentage decreases by 1% for every $5,000 of income a family earns | | $533,280 or more | 0% |   A family’s CCS percentage is the amount the government will subsidise.  Read more about [how much CCS a family can get](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fmsg.dese.gov.au%2Flink%2Fid%2Fzzzz666916aa5bd4b489Pzzzz65f10a313effb104%2Fpage.html&data=05%7C02%7Cmelissa.mcdonald2%40education.vic.gov.au%7C8f92e87273a14975bef008dc8a9085c4%7Cd96cb3371a8744cfb69b3cec334a4c1f%7C0%7C0%7C638537600539881247%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=dghE3irm%2Fs466EqpIO8lCSUZo41iuL82cish%2BZd5UN8%3D&reserved=0) on our website. |