



THE UNIVERSITY OF MELBOURNE CHILDREN'S SERVICES



STUDENT OCCASIONAL CARE REBATE INFORMATION

The University of Melbourne's Children's Services provide Long Day Care which is offered on a half day, full day or full-time basis. Due to the very high demand for permanent care, occasional care can only be booked if a vacancy exists. If vacancies exist these occur most of the time in the older age groups.

For instances where students require "ad hoc" occasional care for study related purposes and this care cannot be provided by our services, a pool of money has been set aside to assist with the cost of occasional care. To ensure that funds will be available to applicants throughout the year refunds will be made at the end of each quarter.

To calculate the refund the following criteria will be considered:

1. Who provided the care
2. Were you eligible for a child care benefit (CCB)
3. frequency of use.

The refundable amount depends on the number of applicants for that quarter, with a maximum of \$5.50 per hour. In ascertaining the amount of rebate, the cost to a student user at one of the centres of Children's Services will be used as a guideline. Occasional care provided by a child care centre will also attract the child care benefit, and in that case the normal student rebate will be applied.

Students attending campuses outside Melbourne, who are not able to book child care in a long day care centre because there are none in the area, should contact the Manager Children's Services, on 8344 0960 to discuss which support can be offered.

Assistance will be available when care is provided by:

1. Babysitter (who can become a registered carer so the child care benefit can be claimed)
2. Family Day Care (available through the local council of the suburb you live in)
3. Occasional Care in a long day care centre that provides this type of care.

The following procedure needs to be followed to be eligible for a rebate:

1. Call Children's Services on **8344 9621** to ask whether any occasional care is available in one of the centres
2. If there is **no space** available at the centres you can utilise one of the above mentioned options, and Children's Services will mail you a rebate application form.

CONTACTS:

- **Children's Services:** phone: 8344 9621
email: childcare-enquiries@unimelb.edu.au
address: 228 Queensberry St, Carlton 3053

- **Occasional care in a centre:**

Melbourne City Child Care: 9329 1947
Kids on Collins: 9629 4099

For information on occasional care centres in your selected area contact the Child Care Access Hotline on 1800 670 305. For people with hearing and/or speech impairment, a TTY service is available on: 1800 639 327. Hotline hours are from: Monday to Friday 8.00am to 9pm. See www.facs.gov.au/childcare

- **Family Day Care**

Local councils will have a listing of council and private providers in your municipality

- **Babysitter**

Talk to your neighbours and friends or place an ad in your local paper. You may place an advertisement at the Student Employment Service.

At all times interview the person and check references before employing.

(<http://www.services.unimelb.edu.au/careers/students/index.html>)

- **Child Care Agencies** provide staff to child care centres but also to private clients. They advertise in the employment section of the local newspapers under child care.

The occasional care rebate is only available for "ad hoc" occasional care and not for a regular weekly booking.

How to claim a rebate:

1. Call Children's Services for an application form: 8344 9470
2. Complete the Occasional Care application form
3. Complete a Student Supplier Form
4. Attach a copy of your current enrolment record (once only)
5. Lodge your receipt, and copy of invoice, items 2, 3 and 4 at the Queensberry Children's Centre, 228 Queensberry Street, Carlton, Vic 3053. Your claim will be processed within 7 working days. The rebate will be deposited into your bank account.

Dates by which your requests must have been lodged: 31 March
30 June
30 September
5 December