

7 February 2023

Dear Parents & Caregivers

As many are aware – at the end of last year we advised families that the OSHC and Vacation Care booking system would be migrating. After some unforeseen delays, we are now excited to be introducing the Spike system.

For families, there will be a couple of stages to the integration of the new system:

- Firstly, each person with nominated collection authority will be provided a unique PIN code (this identifies the adult with collection authority, not the child whom they are collecting) and must be used when signing children out of OSHC from week 5
- Secondly, parents/caregivers will be asked to download the app which has brilliant functionality to make/cancel bookings, receive OHSC communication and see programs, menus, photos of the children enjoying their time in OHSC. We anticipate the second-stage roll out in the second half of term 1, ahead of vacation care bookings.

Please note the current email address for communication sent from the St Joseph's Kingswood OHSC Spike system is josephskings@spike.economicoutlook.net – we are looking to see if we can arrange an alias for a more user-friendly/familiar email address and will keep you updated.

As part of the data migration to the new system, families will have received an email requesting medical/contact/COVID details be sent through. Thank you to those who responded, and also those who queried the email as it was an unfamiliar email address. We will utilise the data collected by the school to input into the OSHC system, so if you haven't already replied, you do not need to (note COVID information is not required). There is one key bit of additional information that OSHC receive, that the school does not – and that's strict collection authority. Please be patient while we work through the process of ensuring the nominated people are accurate, and issuing their unique PIN code.

For the interim, families can still book OHSC through SZapp or contacting OHSC directly via email or mobile. Once the second stage of the roll out to Spike has occurred, we will require everyone to book through the app.

Parents/caregivers wishing to attend the next OSHC Committee meeting, it is being held Wednesday 8th March (week 6) at 5-6pm and we encourage everyone to attend.

Please don't hesitate to contact the school should you have any queries regarding the above.

Kind regards,



Jodie Higgins

Principal

Vicky Wilson

OSHC Director