

LIFE & SOUL

DERBY | BROOME | PORT HEDLAND | KARRATHA



educational ♥ fun ♥ caring

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MISSION STATEMENT

"The Little Soulers aims to provide quality care where children play in an environment of harmony, fun and equality. We shall ensure at all times that all children are safe and their needs are met accordingly. All children will be spoken to in a positive manner using praise to establish positive relationships and develop trust. Our aim is to make your child's time with Life and Soul Health and Fitness Club, stress free."



Welcome to Life and Soul's Little Soulers

Life and Soul's "Little Soulers" is offered to assist in making your workout as productive and convenient as possible, for both you and your children. Little Soulers offers a varied and stimulating program for all children from 8 weeks to 12 years of age. Children can enjoy art, craft, construction, language and gross motor skill experiences. Our professional staff are more than happy to assist with any queries and suggestions you may have.



There are certain guidelines to be brought to your attention. We request that you take time to read these and follow them to ensure that we are able to provide you and your children with the best service possible. If you have any queries, please do not hesitate to contact Cindy Kempton, owner of Life and Soul, directly on 0428 317 039.

Enrolments and Admissions

All the children being cared for in our Little Soulers must have an up to date and completed enrolment form at the time of their first visit. Bookings are required to place your children in the Little Soulers. Bookings can be made 24hrs in advance of your visit via our website **www.lifeandsoul.com.au**

If you are unable to attend on the booked day, please phone the club and cancel your booking – as it gives other parents/guardians the chance to take that spot.

Ratios

While we are not a licensed child care centre, we do endeavor to follow the regulations set out by Child Care Services. We have a limit of 8 babies at any one time. We have a separate area which we care for the older children (4yrs and above), allowing us more space/activities for the smaller children.

Staff Qualifications

All Life and Soul Little Soulers Staff hold their current Level Two First Aid and "Working with Children" certification.

SESSION TIMES

Monday – Friday Mornings

Session One:- 8.30am – 10.00am

Session Two:- 10.00am – 11.30am

Monday – Friday Afternoons

4.15pm – 5.45pm

Saturdays

Session One:- 7.15am – 8.30am

Session Two:- 8.30am – 9.30am

Session Three:- 9.30am – 10.30am

Session Four:- 10.30am – 11.30am



Little Soulers is closed on Sundays and Public Holidays.

Age Groups

We welcome all babies and children from 8 weeks up to 12 years of age.

Bookings

- ✧ Bookings can be made via our website **www.lifeandsoul.com.au**
- ✧ It is a requirement that if you are unable to attend, you must cancel your booking by contacting reception.
- ✧ A fee of a member visit (\$7.50 per child) or casual visit (\$9.50 per child) will apply for 'no shows'.
- ✧ The booking system is in place so that we can confirm numbers for each day and can organize required staff.
- ✧ If you choose to do 'back to back' classes, this will be two sessions with the Little Soulers. You are able to book one session and be on the waiting list for the other.
- ✧ We endeavor to cater for all our members and guests, however, there is no guarantee that your preferred time and day will be available. This applies to Membership Packages which include the Little Soulers
- ✧ Bookings can only be made *24hrs in advance*.



- ✧ The recommended maximum time that your children can be left in the Little Soulers is 90 minutes, which is divided up into two sessions for the day. Please be aware of the session ending time and ensure these are adhered to. This assists in a smooth transition for children and parent/guardians entering the following session. If children are not picked up on time you will be contacted and a fee will be charged.

Payment

There are several methods of payment:-

1. You can join the club on a 'Platinum Membership', which includes your Little Soulers fees. This entitles you to TWO SESSION PER DAY for UP TO FOUR CHILDREN. Over 4 children will require payment, as will any third session.
2. You can pay casually for your children. Prices are:-

Member visit 1 st child	\$7.50
Non member 1 st visit	\$9.50

Arrival and Pickup of Children

Parents/Guardians must register each child individually each time they use the service. On arrival, please sign your children in on the registration schedule. This is essential information in case of an emergency or if your child requires parental assistance. Please sign your child/ren out on pickup, and let a staff member know that you are leaving.



If a child at any time gets upset and is unable to be distracted or consoled, a staff member will come and get the parent/guardian from their exercise program to help settle and reassure the child. Our staff aim to work together with you, so each party gets the best out of the care provided.

No parent/guardian is to leave Life and Soul premises at any time whilst any of their children are in the Little Soulers.

What To Bring to Little Soulers

- ✧ Babies or children in nappies will need nappies, wipes, change of clothes, nappy bags and any other comfort items.
- ✧ **Clearly labeled** drink of water.
- ✧ Fruit (for fruit time). *Under no circumstances do we allow any type of nuts or peanut butter into the Club.*
- ✧ All water, food, bags and belongings must be **labeled with the child's full name.**
- ✧ Children to be appropriately dressed.
- ✧ There is a lost property box in the Club and we ask that all parents/guardians check this regularly. Each month, items that have not been collected will be donated to the Salvation Army.



What NOT TO Bring to Little Soulers

- ✧ Personal toys (unless the item is a comforter).
- ✧ Banned foods (detailed information at the end of this brochure).

Feeding

If your children are due to be fed at a certain time, we ask that you attend to this before you commence your workout. However, we do understand if they require a 'top up', we are happy to assist.

In the event of illness

If your children are not well, we ask that you do not bring them to the Little Soulers. We are strict on this rule, as staff and children are in a confined space and we are respectful of other family needs. If your child has any of the following, please don't bring them to the Club:-

- ✧ A heavy cold and discoloration from the nose.
- ✧ Diarrhea in the previous 24hrs.
- ✧ Vomiting in the previous 24hrs.
- ✧ Any infectious diseases.
- ✧ High temperatures of over 38 degrees in the previous 24hrs.



The Public Health Act (1992) requires parents/guardians to provide details of their children's current immunization status. Where a child is not immunised, they will be asked not to attend Little Soulers if there is an outbreak of a disease they are not immunised against.

Life and Soul Staff have the right to refuse entry to any child.

Emergency Care Procedure

- ✧ One staff member immediately attends to the child, to console and comfort and if necessary, administers First Aid.
- ✧ Another staff member contacts medical assistance, if required, and will advise the parent/guardian immediately.
- ✧ Little Soulers incident/injury report is completed.
- ✧ Parent/guardian signatures on the report must be checked before the child is released.
- ✧ Club Manager is notified.



N.B.: If staff notice a new cut or bruise on a child when signing in, it will be brought to the attention of the parent/guardian. This ensures it has been identified and no responsibility will be placed on Little Soulers staff.

Antisocial Behaviour

Includes the following:

- ✧ Biting.
- ✧ Hitting or Punching.
- ✧ Behaviours putting other children at risk.



Children exhibiting any of these behaviours will be isolated from the other children until such time as the parent/guardian attends to them. Their supervision will not be compromised as staff will continue the highest level of care until their parents/guardians arrive. Our main priority is the safety of all children. We aim to guide your children towards positive behavior.

FOOD ALLERGIES



Due to the risk of dangerous food allergies, please only pack fruit & water for your children to enjoy whilst visiting the Little Soulers

BANNED FOODS INCLUDE:

Nuts

Peanut Butter

Nutella

Any foods containing nuts e.g.
muesli bars
Strawberries



It is highly important that you advise our staff if your child/ren has a new or old allergy



**Thank you for
your understanding
and cooperation**

LABEL ALL ITEMS

Please *clearly* mark your children's belongings
with their *FULL NAME*.

This includes drink bottles, food, bags, lunch boxes etc.



PERSONAL PROPERTY

Life and Soul Health and Fitness Club takes
NO responsibility for personal property.



We hope your children enjoy their stay with us while you enjoy your workout. We aim to provide your children with a safe, clean, socially acceptable and inviting environment.

If you feel we can improve our services within 'Little Soulers', please feel free to speak with any of our Little Soulers Staff or the Club Manager directly.

Have a quick read of the information at the back of these guidelines. NOW it is time for you to train, relax and have some 'ME TIME'. Enjoy!



**You can view this booklet on our website
[www. lifeandsoul.com.au/little-soulers](http://www.lifeandsoul.com.au/little-soulers)**