

VACATION CARE RE-ENROLMENT FORM

Child/ren Details

1. FIRST NAME		SURNAME	
D.O.B			
2. FIRST NAME		SURNAME	
D.O.B			
3. FIRST NAME		SURNAME	
D.O.B			

Detail Of Allergies

ALLERGY	SYMPTOMS			
ACTION PLAN/ANAPHYLAXIS ATTACHED	YES		NO	
			N/A	

VACATION CARE FEES AND CANCELATION FEES

PLEASE NOTE:

- If an extra day is needed after handing this form in please contact us no later than 24hrs before to secure a position for your child/ren, this also depends on availability for that day.
 You can email us: bbasc@shirechildcarecentres.com.au as we require the booking in writing.
 By law, we have to meet staff to child ratios which is why we must approve and confirm your booking prior to your child attending to ensure we have enough staff rostered on. We cannot accept children if you turn up on the day without a booking. Any questions or enquiries please call us on 9528 5009 - 0451977795 or email us at the above address.

- Enrolments or re-enrolments forms must be filled in minimum 3 weeks prior to the vacation care date to secure your child/ren spot.

An annual non-refundable \$15 vacation care enrolment fee is charged per family.

Vacation Care fee per child is \$50.00 per day.

If you wish to change a session or withdraw your child from the vacation care, whether casually or permanently, **1 weeks notice is required for your \$50 day fee to be refunded. This fee is non-refundable if booking change or cancellation notification is made in less than 1 weeks.**

There are also additional costs on top of the \$50.00 a day fee.

Please note, the activity fee of the day **which varies between \$5 to \$15 is non-refundable.**

Fees are still payable if your child is booked at this centre and includes absences due to illness.

All money will be taken out by direct debit, unless organised with management to be made a different way. So please ensure you have filled out and returned an DDR form on commencement.

Date: / /

Parent Signature _____

PLEASE NOTE:

- Breakfast is available to all children from 7am to 8:20am.
- Children are to bring their own Morning Tea and lunch to Vacation Care unless stated otherwise on the program.
- We supply Afternoon Tea but children are still welcome to bring their own snacks.

Parent Guardian Details

	PARENT/GUARDIAN	PARENT/GUARDIAN
FULL NAME		
ADDRESS		
RELATIONSHIP TO THE CHILD		
HOME PHONE NUMBER		
WORK PHONE NUMBER		
MOBILE NUMBER		
EMAIL ADDRESS		
OCUPATION		
PLACE OF EMPLOYMENT		

Court Order

Are there any court orders, parenting orders or parenting plans relating to the powers, duties and responsibilities or authorities of any person in relation to the child or access to the child?	YES	NO	N/A
Are there any other court orders relating to the child's residence or the child's contact with a parent or other person?	YES	NO	N/A

Emergency Contacts

There may be times or situations where your child has had an accident, injury, trauma or illness and Parent/s cannot be reached or are unable to collect their child.

To deal with these circumstances and in case of an emergency the Service will inform the following person to collect and care for the child. This person must live a maximum of 30 minutes from the Service and must provide identification when collecting the child.

Date: / /

Parent Signature _____

FULL NAME	ADDRESS	CONTACT NUMBER	RELATIONSHIP TO CHILD

Privacy Disclaimer

We acknowledge and respect the privacy of its clients. The enrolment information that is collected assists us to meet our legislative obligations and to provide the best level of education and care for your child. By completing this form, you have consented to this information being collected. The information will be used by educators/staff members and relevant government authorities. You have the right to access and alter personal information concerning yourself or your child in accordance with the Privacy Act 1988 and our Privacy and Confidentiality Policy.

Date: / /

Parent Signature _____

WEEK 1 (2nd – 5th October)

Day	Date	Activity Cost	Daily Fee	Total Cost per child	Number of children	Total cost	Initials
<u>Monday</u>	Public Holiday						
<u>Tuesday</u> Making money box	2/10/18	\$10	\$50	\$60			
<u>Wednesday</u> Sock puppet show Make your own sock puppet	3/10/18	\$10	\$50	\$60			
<u>Thursday</u> Incursion Sport's day	4/10/18	\$15	\$50	\$65			
<u>Friday</u> Pyjama party Pamper day	5/10/18	\$5	\$50	\$55			

WEEK 2 (8th-12th October)

Day	Date	Activity Cost	Daily Fee	Total Cost per child	Number of children	Total cost	Initials
<u>Monday</u> My kitchen Rules	8/10/18	\$10	\$50	\$55			
<u>Tuesday</u> Jumping Castle	9/10/18	\$15	\$50	\$65			
<u>Wednesday</u> Kindi Farm	10/10/18	\$15	\$50	\$60			
<u>Thursday</u> Decorating pencil case + Sausage Sizzles	11/10/18	\$15	\$50	\$65			
<u>Friday</u> Science day	12/10/18	\$10	\$50	\$55			
<u>Monday</u> Children's ideas	15/10/18	0	\$50	\$50			

Date: / /

Parent Signature _____