

WOOSH Care – Child Enrolment Checklist

Before your child's enrolment is finalized, the following information must be completed and returned to the WOOSH Care office. (Please ensure all boxes are ticked before returning enrolment package)

- I have completed the **Enrolment Form** including doctor's details, emergency contacts and CRN for both parent and child (Child cannot be enrolled at WOOSH Care without this information)
- I have been **CCB (Child Care Benefit) assessed** with Centrelink. This can be done over the phone (Ph No. 136 150) or in person at a Centrelink office.
- I have provided a copy of my child's **Immunization History Statement** or Immunization Exemption Conscientious Objection Form
- I have paid the **Annual Registration Fee of \$50**. Registration Fee must be paid prior to accepting enrolment.
- I have paid the **Bond of \$50 per family** for all permanent enrolments. Bond must be paid prior to accepting enrolment.
- I have **completed and signed Additional Enrolment Forms** including 'Child & Parent Profile', 'Child Contract', 'Active After School' and 'Travel in Private Vehicle' forms where appropriate.
- If child has **Additional Needs**, parent must make the Director aware before enrolment is accepted. Enrolment Form B: Additional Needs must be completed for any additional needs (Physical, Medical or Behavioural).
- If child has Asthma or Anaphylaxis or other health needs, I have provided a copy of their **Medical Management Plan** (completed by the child's doctor)
- I have read and understand the information detailed in the **Information Book**

Signature of Parent/ Guardian

Date