

Waitlist Application

Child's details

Child's Full Name:.....

CRN:..... Male Female

Date of Birth: / / Current Age:

Has your child been in care before? Yes No

Preferred Commencement Date:

Requested days: Monday Tuesday Wednesday Thursday Friday

Will you accept less days? Yes No

Will your child will be commencing Kindergarten next year? Yes No

How did you hear about Columba Cottage?

Parent/Caregiver details

Parent/Caregiver 1 Name:.....Phone:

Email:.....

Parent/Caregiver 2 Name:.....Phone:

Email:.....

PRIORITY OF ACCESS

Columba Cottage Early Learning Centre follows the Australian Government "Priority of Access Guidelines" to ensure a fair and equitable allocation of places. The following questions are aimed to gauge whether your child will be given priority on our waiting list in accordance with these guidelines. All questions are **OPTIONAL** and you may skip any or all questions if you choose.

Is this child at risk of serious abuse or neglect? Yes No N/A

Is this a single parent household which satisfies work, training, studying test? Yes No N/A

Is this child of Aboriginal or Torres Strait Islander decent? Yes No N/A

Is there a disabled person in this household? Yes No N/A

Does the gross family income equal *LESS THAN* \$43,727 per annum? Yes No N/A

General information

In order to secure your child's place at Columba Cottage you are required to make the following payments in **full**, two weeks prior to your child's commencement date:

- \$250 bond (refunded after all children have left the Service)
- \$80 Enrolment Fee (non refundable)
- The completion of a Direct Debit Request form.

Before you commence at Columba Cottage, you must:

- Ask Centrelink to have your child assessed for CCB (Child Care Benefit) and CCR (Child Care Rebate)
- Ensure that Parent/Caregiver 1 and the child both have Customer Reference Numbers (CRN's)

It is a Government requirement that you provide the following documentation prior to commencement:

- Your child's original Birth Certificate (decorative Birth Certificates are not accepted)
- Immunisation History Statement (blue book is not accepted) or Medical Contraindication Form (IM011)

OFFICE USE ONLY

Date Received: / / Date of tour: / /

Added on Funnel: / / Added on Re Enrol: / /

Days offered: Monday Tuesday Wednesday Thursday Friday

Child Start Date: _____

Date Offered: / /

Response due: / / Accepted Declined

Enrolment form, DDR, IHS, BC & Payments due: / /

Staff Name: _____ Signature: _____ Date: _____

Comments: _____