

Bayfield Early Education Centre Enrolment Forms

Room: (please circle one) Nursery, Toddlers, Preschool

Child's Full Name _____ today's date _____

Preferred Date to start _____ Billing code(office only) _____

Date of Birth _____ Gender _____ Ethnicity _____

Mother's Name _____

Address _____

Email Address _____

Place of work /occupation _____

Home Phone _____ Work Phone _____ Mobile _____

Father's Name _____

Address if different from above _____

Email Address _____

Place of work/occupation _____

Home Phone _____ Work Phone _____ Mobile _____

Family Doctor: Name _____ Address _____

Phone No _____

Emergency contact: the following people may be contacted in an emergency and have permission to collect your child:

Name: _____ Relationship _____

Contact phone numbers: _____

The following people are authorised to pick up _____ (full name of your child) from Bayfield Early Education Centre.

Name: _____ Relationship _____ phone _____

The following people are forbidden legal access/custody of child (please provide original Court document for us to sight and copy).

Name: _____ Relationship _____

Parent Questionnaire

ALL ABOUT ME

Date:

Childs Name: _____

Birthdate: _____

Family Members (including ages of siblings): _____

Daily Routines: _____

Self Care Skills: _____

Developing Skills: _____

Strengths: _____

Interests: _____

Likes/Dislikes: _____

Goals you would like to see your child achieve while at the centre for the year are:

Preschool Parent Questionnaire (3 - 5 years old only)

Please fill in this form and bring it back to us so that we can use it when planning for your child. Many thanks.

Your Child's Name: _____

Date of Birth: _____

Family members, including ages of siblings:

Daily Routines:

Self Care Skills:

Developing Skills:

Strengths and Interests:

Likes and Dislikes:

Goals you would like to see your child achieve while in preschool:

Date: _____

Parents please read the following and sign

- A bond of \$100 is payable on enrolment in order to secure a place for your child. If your child does not start, this bond is non-refundable. When you eventually leave Bayfield this bond will be returned to you.
- Any unpaid accounts will incur late payment fees and collection costs. Late fees will attract a 10% penalty fee.
- I agree to bring my child to the centre only if he/she is well. If your child has been prescribed an antibiotic you need to keep them at home for 24 hours to recover.
- I will notify the centre if my child is going to be absent before 9.30 am in the morning.
- If my child is absent I will be required to pay the regular fees as per enrolment.
- I give my consent for the teachers at the centre to seek medical advice for my child's well-being and transport by car for medical attention if necessary. Prescription medication will only be administered with written daily permission from the child's parent/caregiver.
- I give consent for my child to have Arnica administered as a first aid remedy. Yes/No
- I give permission for my child's photo to be used on our blog and on documentation displayed in the centre. Our blog address is bayfielddec.blogspot.com. Yes/No
- I give permission for my child to go on outings with staff from Bayfield Early Education Centre. (Written permission will be required on each individual excursion) Yes/No
- I declare that I have read and agree to the conditions of the Bayfield Early Education Centre Prospectus.
- I will check and sign the daily register verifying the times of my child's attendance each day. I am aware there is a minimum enrolment of three days.
- I am aware that two weeks notice is required should I wish to change my child's arrangements with the centre. This includes withdrawal of my child from the centre and requests for changes of days.
- I give permission for my child to have his/her photo/video taken and used for documentation and assessment/observation purposes within the centre. Yes/No
- I am aware the fees and policies Bayfield Early Education Centre presently adopts may change from time to time. Any policy changes will occur only in consultation with parents and the community.
- I have read the centre information regarding '20 hour Free ECE' and confirm that once my child turns 3 the subsidy will be deducted from our monthly account and I will pay the additional charges.

Is your child attending any other centre? Please circle one: Yes/No If yes, please indicate days and times. Days.....Times:..... Signature.....Date:.....
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I declare that the above information is correct.

Signature: _____ Date: _____

Parent/Caregiver Acceptance of Declaration to Bayfield Preschool Limited

Regarding Government 20 hours ECE Subsidy effective 1 July 2007

I agree

I disagree

(please circle one)

I understand that the fees I am responsible to pay have had the Government's 20 hours ECE subsidy deducted and the balance of the fees payable are an 'additional charge' to cover other costs that are incurred at this centre such as a extra equipment necessary to provide quality education and care. One of the extra features our centre has is the large areas of play both inside and outside.

This table shows current fees payable after the ECE deduction is made:

20 hours ECE for 3 to 4 year olds 20 hours \$88.80 18 hours \$79.92

Full weeks fees	\$315.00	less ECE subsidy \$88.80	= fees payable \$226.20
4 full time days	\$292.00	less ECE subsidy \$88.80	= fees payable \$203.20
3 full time days	\$219.00	less ECE subsidy \$79.92	= fees payable \$139.08
5 part time days	\$285.00	less ECE subsidy \$88.80	= fees payable \$196.20
4 part time days	\$228.00	less ECE subsidy \$88.80	= fees payable \$139.20
3 part time days	\$171.00	less ECE subsidy \$79.92	= fees payable \$ 91.08

Current full fees are payable to cover any additional hours my child attends the centre over the government maximum subsidized six hours per day and twenty hours per week limit.

Name of Parent/Caregiver
Person Responsible For Fees
Payments

Child's Name/s

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Signed

Date

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