

Crèche Enrolment Form

Confidential and subject to approval of Crèche Team Leader

All sections must be completed before a child can attend the crèche. Please notify us of any changes.

Child's details:

	Surname	Given name	Date of Birth	Age	Male/Female
1.					
2.					
3.					

Parent/Guardian 1

Full name:			
Address:			
Contact number:		Second contact number:	
Email address:			

Parent/Guardian 2

Full name:			
Contact number:		Second contact number:	

Emergency contact

Please list two people who are authorised to collect the child if the parent/guardian is unavailable to be contacted in the event of any accident, injury, trauma or illness of the child. **Not the same person as listed above.**

Full name:		Relationship:	
Contact number:			
Full name:		Relationship:	
Contact number:			

Authorisation to collect your child

Please provide the names of the persons authorised to collect your child from the Centre, other than the parents/guardians mentioned above. Please note, we will not allow any person to collect your child other than those listed below. Alternate arrangements will only apply where proper notification is received from you in writing on that particular day.

Full name:		Relationship:	
Phone:			
Full name:		Relationship:	
Phone:			

Photo permission

I agree to photos of my child being taken during crèche for Centre purposes

☐

Yes

☐

No

Court orders

Are there any Family Court orders relating to the powers, duties or responsibilities affecting custody of, or access to the child?

☐

Yes

☐

No

If yes, please give details and a copy must be provided: _____

Medical

Is your child immunised?

☐

Yes

☐

No

Are there health conditions and/or medications that crèche staff should be aware of?

☐

Yes

☐

No

If yes, you must inform crèche staff and complete a Crèche Medical Details Form.

Conditions

By enrolling my child I agree to the following conditions:

1. A child is only accepted into the crèche from eight weeks of age.
2. I accept that **I must remain on the premises** whilst my child is in the crèche.
3. I am willing for my child to participate in all activities offered in the crèche. I agree it is my responsibility to familiarise myself with the program and to advise the Centre in writing if I do not wish my child to participate in a particular activity.
4. Although every care will be taken, Centre staff are free from all responsibility for accidents or loss of property in connection with any child's participation.
5. The Centre reserves the right to exclude child from the crèche for misbehaviour that is deemed inappropriate.
NOTE: in the event of suspension or expulsion from the crèche, it is the parents' responsibility to have the child collected immediately. No monies will be refunded for that session.
6. The Centre reserves the right to refuse any child or person entry to the crèche.
7. I understand that I must immediately return to the crèche to attend to my child should I be requested to do so by staff.
8. All valuables, mobile phones, purses, keys and money etc. left in prams and bags during your visit to the crèche are not the responsibility of the City of Rockingham and are left at owner's risk.
9. The City of Rockingham is collecting personal information for the purpose of managing enrolments and attendance at the Aqua Jetty Crèche. It may also be used for secondary purposes which would be reasonably expected. The personal information you provide will not be disclosed to any other party without your consent unless required or authorised by law. If you choose not to provide the requested personal information, please inform the Crèche Team Leader, as we will be unable to provide access to the Aqua Jetty Crèche service. To access, correct, or learn more about how we handle personal information, please contact privacy@rockingham.wa.gov.au or visit rockingham.wa.gov.au/privacy.

Exclusion of liability

The City acknowledges that certain laws (e.g. the Australian Consumer Law) imply terms, conditions or warranties into contracts for the supply of goods or services that cannot be excluded. Nothing in this document is intended to exclude or restrict the application of such laws. Subject to that limitation and to the extent permitted by law, the City (on behalf of itself and its officers, servants and agents) excludes any liability to the member in contract, tort, statute or in any other way for any injury, damage or loss of any kind whatsoever (including, without limitation, any liability for direct, indirect, special or consequential loss or damage), sustained by the member or for any costs, charges or expenses incurred by the member arising from or in connection with this contract and/or the services/products provided by the City (or its officers, servants or agents) at the Aqua Jetty, and/or any act or omission of the City (or its officers, servants or agents).

Declaration

I declare that the information above is complete and accurate, and I have read, understood and agree to the conditions outlined above.

Parent signature: _____ Date: _____

Print name: _____

Submit Form
