



ENROLMENT REQUEST

Please complete a separate form for each child and keep a copy of the completed form for your records.

CHILD: Surname: _____ Given Name(s): _____
 Date of Birth: _____ Gender M/F: _____ Religion: _____
 Current Childcare Centre: _____

ENTRY GROUP:

Toddlers (15m - 2½ yrs) Kindergarten (2½ - 3½ yrs) Pre-Prep 1 (3 - 4 yrs) Pre-Prep 2 (4 - 5 yrs)

Days requested for attendance: Please tick preferred day/s.

Days	M	T	W	Th	F
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I have some flexibility as to which day/s my child attends: Yes No

Comments on flexibility: _____

Proposed entry year: 20____ Month: _____

Are there any Parenting Orders in place that affect the applicant? Yes No
 (If yes, please provide a current copy of said Parenting Order with this Application)

Do any brothers/sisters attend Ormiston College? Yes No

Is your child registered for Prep in the College? Yes No

Please note: If you intend for your child to attend Ormiston College you need to submit a SEPARATE Application Form. Entry to Prep from the Early Learning Centre is NOT automatic.

Child is living with: Both parents/Mother only/Father only/Other (please state) _____

	MOTHER/GUARDIAN 1	FATHER/GUARDIAN 2 (add address if different from Mother)
Surname		
Given Name		
Date of Birth		
Address		
Home Phone		
Business Phone		
Mobile		
Email		
Religion		
Occupation		
Work Status (eg Full Time/Part Time/ Studying)		

Please notify us if there are any changes to your information whilst your application is pending.

Does your child have any specific health, medical or behavioural needs of which the Early Learning Centre should be aware?

Yes No Please specify: _____

Any current medical, diagnostic, paediatric, psychologist or other reports applicable to your child's care and education should be provided at interview, and updated whilst your child remains at the Early Learning Centre to assist staff to act in the best interests of your child.

I/We acknowledge that a non-refundable \$50.00 Application Fee (incl. GST) will be required.

I/We understand that the personal information provided in this form and any subsequent interview and enrolment process will be used for the provision of educational services, health services, administration and accounting purposes and for the purpose of processing this enrolment application.

CONDITIONS OF ENROLMENT

1. The submission of this Enrolment Request implies that both you and your child accept all aspects of the Conditions of Enrolment at the Ormiston College Early Learning Centre. It also implies the acceptance that fees are paid in advance.
2. It should also be noted that two weeks notice will be necessary if at any time you choose to remove your child from the Centre. If this notice is not given, it is Centre policy that you will be charged for the two weeks in lieu of notice.
3. Such a policy is necessary to allow the Centre time to adequately replace those children who may leave without giving notice.
4. This Enrolment Request is to have your child's name added to our Waiting List only and does not guarantee a position will be available when you have stated you would like your child to commence attending the Centre.
5. Please sign below acknowledging acceptance of the above conditions of your child's possible enrolment at the Ormiston College Early Learning Centre.
6. We understand throughout the year, Ormiston College compiles a range of photographs from classroom, co-curricular and outdoor activities. These photographs are used in publications such as the Oracle magazine and the annual Yearbook. Photographs are sometimes used for promotional use in communication sent to prospective parents, Alumni and the wider community. On occasion photography can be used as part of the marketing collateral for Ormiston College including but not limited to: the College website, social media, the College App, brochures and print advertising.

We give permission We do not give permission for the College to use any photograph picturing our child.

Signature Parent/Guardian 1

Signature Parent/Guardian 2