

**Glen Osmond Out Of School Hours Care  
Enrolment Form: Part 1**

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**CHILD**

Family Name:  Gender:  F /  M

First Name(s):  Known as:

Date of birth:  /  /  CRN:

Address No. / Street:  Town/ Suburb:

Postcode:  Primary Language:

Indigenous status: Aboriginal:  Yes /  No TS Islander:  Yes /  No

**PARENTING PLANS / ORDERS relating to this child**

**ELIGIBLE PARENT/GUARDIAN & BILLING DETAILS**

Name:

Date of birth:  /  /  CRN:

Relationship to child:  Contact Priority:  Primary Language:

Address: (h)   
(w)

Phone: (h)  (w)  (m)

Email:

**EMERGENCY CONTACTS & COLLECTION AUTHORITIES**

Name:  Contact Priority:

Address:  Relationship to child:

Phone: (h)  (w)  (m)

Name:  Contact Priority:

Address:  Relationship to child:

Phone: (h)  (w)  (m)

N.B. It is very important that you tell these people that you have nominated them. In nominating them you give them authority to act on the child's behalf if neither parent can be located, to pick up the child in an emergency and care for the child until s/he can be returned home.

**OTHER PARENT/GUARDIAN (if applicable)**

Name:

Relationship to child:  Contact Priority:  Primary Language:

Address: (h)   
(w)

Phone: (h)  (w)  (m)

Email:

**COLLECTION AUTHORITIES ONLY**

Name:  Relationship to child:

Address:

Phone: (h)  (w)  (m)

Name:  Relationship to child:

Address:

Phone: (h)  (w)  (m)

N.B. The people nominated here have been given approval only to collect the child and should NOT be contacted in case of an emergency.

**Enrolment Form: Part 2**

Child's Name:

**MEDICAL AND HEALTH INFORMATION**

Has the child received all immunisations appropriate for her/his age?  Yes /  No

If no, please give details:   
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Has the child received the following immunisations? (please tick):

- |                            |                          |
|----------------------------|--------------------------|
|                            | 10 - 15<br>years         |
| Diphtheria                 | <input type="checkbox"/> |
| Tetanus                    | <input type="checkbox"/> |
| Pertussis (Whooping Cough) | <input type="checkbox"/> |
| Human Papillomavirus (HPV) | <input type="checkbox"/> |

I accept full responsibility if my child is not immunised.  
 Parent / Guardian signature:

Has the child any conditions / medications that may be effected by OSHC activities?

If yes, please give specifics and any related medication:  
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Has the child any disabilities?  Yes /  No      Effective date:

If yes, please record specifics:  
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Has the child any special needs?  Yes /  No      Effective date:

If yes, please record specifics:  
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Does the child usually require special aids (e.g. glasses, hearing aid etc.)?

If yes, please give details:  
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Has the child any special dietary needs not related to allergies?

If yes, please give specifics:  
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Has the child suffered any illness that may re-occur (e.g. chronic ear infection)?

If yes, please give details:  
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Has the child had any kind of allergic reactions or food intolerances?

Foods:	Reaction / Medication:
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Penicillin:	Reaction / Medication:
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Others:	Reaction / Medication:
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Is there any other medical information we might need to know?

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**Note: Please supply the service with required medications in original containers with the child's name clearly marked. Please complete a permission to administer medication form together with any medication records where necessary.**

**Usual Medical attendant**

Doctor's name:	Phone No.:
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Clinic name:	
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Address:	
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**Usual Dental attendant**

Dentist's name:	Phone No.:
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Clinic name:	
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Address:	
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Medical Benefits cover with:

Ambulance cover with:

Medicare number:       Health Care Card number:

# Enrolment Form: Part 3

Child's Name:

## BOOKINGS

<b>BSC</b>	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Arrive:							
Depart:							
From: <input type="text"/> / <input type="text"/> / <input type="text"/>	for: <input type="text"/> weeks / or until: <input type="text"/> / <input type="text"/> / <input type="text"/>		or Ongoing (tick) <input type="checkbox"/>				

  

<b>ASC</b>	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Arrive:							
Depart:							
From: <input type="text"/> / <input type="text"/> / <input type="text"/>	for: <input type="text"/> weeks / or until: <input type="text"/> / <input type="text"/> / <input type="text"/>		or Ongoing (tick) <input type="checkbox"/>				

  

<b>VAC</b>	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Arrive:							
Depart:							
From: <input type="text"/> / <input type="text"/> / <input type="text"/>	for: <input type="text"/> weeks / or until: <input type="text"/> / <input type="text"/> / <input type="text"/>		or Ongoing (tick) <input type="checkbox"/>				

## CONSENTS

Please initial next to each item to which you consent.

I consent for my child to take part in supervised walking excursions within the local area as part of the Centre's program .

I consent for my child to be photographed and for their image and name to be published in circumstances the Director deems to be appropriate.

I consent for Centre staff to apply sunblock to my child if required.

I give permission for my child to watch appropriate movies with the classification PG.

I consent to my child/ren going barefoot when staff see this as reasonable.

I consent to my child/ren using rollerblades, skates, scooters or bikes when the activity is programmed and supervised.

I consent to my child/ren being transported by a staff member, if deemed necessary by the Director, in a private car with seat belts for each passenger, correctly fitted.

I consent to my child using bikes when the activity is programmed & supervised

## IS THERE ANYTHING MORE WE NEED TO KNOW?

(e.g. 1. any personal, religious or cultural practices/prohibitions that you would like the service to know or 2. comments on homework, behaviour management etc.)

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## AGREEMENTS

I agree to pay the required fees for my child's booked childcare hours and accept the policies and rules of the Service.

I agree that the staff of the Service may administer simple first aid to my child if the need arises.

I understand that if at any time the staff of the Service consider that my child requires emergency medical/hospital/ambulance assistance, they will have the local medical/hospital/ambulance attend my child. I acknowledge that I will be liable for any medical/hospital/ambulance expenses incurred in the treatment of my child.

I certify that the information entered upon this form is true to the best of my knowledge and I undertake to inform the Service if any of these details change.

Parent / Guardian signature:  Date:

sighted a child health record (tick)

Interviewed / Accepted by:  Date: