CONFIDENTIAL: RESTRICTED ACCESS

☑ Flexible / Casual ☐ Fixed / Routine

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

5 Fisher Street, Myrtle Bank SA 5064, AU
Ph: 0411 138 748 or 8338 4578
Fax: 8379 0502
OSHC.GOPS154@schools.sa.edu.au

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

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:

OTHER PARENT/GUARDIAN (if applicable)

Name:

Relationship to child: | Contact Priority: ☐ | Primary Language:

Address: (h)

(w)

Phone: (h) | (w) | (m)

Email:

PARENTING PLANS / ORDERS relating to this child

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.

COLLECTION AUTHORITIES ONLY

Name:

Address: | Relationship to child:

Phone: (h) | (w) | (m)

Name:

Address: | Relationship to child:

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:

Has the child received the following immunisations? (please tick):

	12 - 13 years
Diphtheria	☐
Tetanus	☐
Pertussis (Whooping Cough)	☐
Human Papillomavirus (HPV)	☐

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:

Has the child any disabilities? Yes / No **Effective date:** _ _ /_ _ /_ _ _ _

If yes, please record specifics:

Has the child any special needs? Yes / No **Effective date:** _ _ /_ _ /_ _ _ _

If yes, please record specifics:

Does the child usually require special aids (e.g. glasses, hearing aid etc.)?

If yes, please give details:

Has the child any special dietary needs not related to allergies?

If yes, please give specifics:

Has the child suffered any illness that may re-occur (e.g. chronic ear infection)?

If yes, please give details:

Has the child had any kind of allergic reactions or food intolerances?

Foods:	Reaction / Medication:

Penicillin:	Reaction / Medication:

Others:	Reaction / Medication:

Is there any other medical information we might need to know?

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.:**

Clinic name:

Address:

Usual Dental attendant

Dentist's name: **Phone No.:**

Clinic name:

Address:

Medical Benefits cover with:

Ambulance cover with:

Medicare number: **Health Care Card number:**

Enrolment Form: Part 3

Child's Name:

BOOKINGS

BSC	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Arrive:							
Depart:							

From: __/__/____ for: ____ weeks / or until: __/__/____ or Ongoing (tick) ☐

ASC	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Arrive:							
Depart:							

From: __/__/____ for: ____ weeks / or until: __/__/____ or Ongoing (tick) ☐

VAC	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
Arrive:							
Depart:							

From: __/__/____ for: ____ weeks / or until: __/__/____ or Ongoing (tick) ☐

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.)

CONSENTS

Please initial next to each item to which you consent.

I consent for my child/ren to participate in the OSHC program and understand that educators will notify me of each individual excursion. ☐

I understand that I will be given a minimum of 2 weeks notice prior to any fee increase being introduced as per the fee policy. ☐

I agree to pay the required fees for my child/ren booked into Glen Osmond OSHC weekly unless otherwised organised with the Director. I also understand and agree that should my fees become overdue, all care may be cancelled. I will be responsible for any additional costs associated with overdue fees including debt collection fees. ☐

I understand that in the event my child/ren become ill, I will be called to collect my child/ren. ☐

I consent to the Educators sharing information regarding my child with the appropriate school staff. This applies to information required to appropriately care for your child. ☐

I agree to keeping OSHC updated with any information change including authorised collections, email addresses and home addresses. ☐

In the event of a medical emergency, OSHC educators will call an ambulance in line with standard first aid training. I understand that I am responsible for the cost associated with medical care, ambulance, and hospital costs. ☐

I consent for my child's photograph to be displayed in the OSHC and school newsletter. ☐

I consent to my child using the service sunscreen on days where the UV levels are above 3. I will inform the service if my child is sensitive to sun screen and will provide them with their own. ☐

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 to be pinned on the wall in the service only. ☐

I understand that my child will require to wear the red OSHC hat provided on enrolment. In the event the hat needs replacing I agree to pay $6.00 for a replacement hat. This cost will be charged to the account. ☐

I give permission for my child to watch appropriate movies with the classification PG. I understand that all PG movies are screened for suitability. ☐

I consent to my child/ren using rollerblades, skates, scooters or bikes when the ☐

CONSENTS

Please initial next to each item to which you consent.

activity is programmed and supervised.

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:** _ _ / _ _ / _ _ _ _