

APPLETREE HOUSE CHILD CARE AND EDUCATION CENTRE Waiting List Application Form

Communities@Work operates Appletree House Child Care and Education Centre which provides full days, permanent part time (hourly for a minimum of four hours and maximum being 7 hours). Please indicate your family's requirements.

Parent/Carer Details	Parent/Carer One	Parent/Carer Two
Full Name		
Address		
Preferred contact number		
Email		
Main Home Language		

Names of child(ren) you wish to enrol:

Surname	First Name	Date of Birth	Male / Female

Care required – please tick

Please see example to assist in completing this section.

Days of the week	Full Day	Times required for PPT (between 4 hours and 7 hours daily)	<u>Requested commencement date</u>
<i>Example PPT</i>		<i>8:00 am to 1:00 pm</i>	
<i>Example Full Day</i>	√		
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			

Does your family have any unique requirements for accessing our Child Care and Education Centre?

Do your family use another Communities@Work Program? Yes No

If yes please tick the program you use or have used

School Age Care School Holiday program Family Day Care In Home Care

- **Please contact Centre Manager if there is a change in details requiring updating.**
- **Please contact Centre Manager after three months to ensure validity of your application**

Unfortunately registration on the waiting list does not guarantee that you will be offered a placement within our centre, this is dependant on availability of required days.

Note: Please refer to our website www.commsatwork.org to ensure you have current information in regards to enrolment i.e. fees

Parent / Guardian Signature _____ Date _____

Please return this form to: **Communities @ Work
Client Service Team
P O Box 1066
TUGGERANONG ACT 2901**

Office Use Only

Register of Interest received signature _____ Date _____