



**HALL-THORPE SPORTS OSHC FAIRHOLME COLLEGE ENROLMENT FORM**

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**CHILD'S DETAILS**

|   |                           |
|---|---------------------------|
| Child's Full Name:  |                           |
| Child's Address:  |                           |
| Name child is known by:   |                           |
| Commencement Date:  | Child's Age at Enrolment: |
| Customer Reference Number: <input type="text"/>   |                           |
| Child's Date of Birth:  | Gender:                   |
| Child's Country of Birth:   |                           |
| Cultural Background: <input type="checkbox"/> Aboriginal <input type="checkbox"/> Aboriginal and Torres Strait Islander<br><input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Other |                           |
| Language/s used at home:  |                           |
| Child's Medicare Number: <input type="text"/>   | Expiry Date:              |
| Do you have other children attending other Child Care? Yes/No If so how many _____  |                           |

**PARENT/CARER 1 DETAILS**

|  |   |
|--|---|
| Full Name:   |   |
| Customer Reference Number: <input type="text"/>  |   |
| Relationship to Child:   |   |
| Home Phone: ( <input type="text"/> ) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | Mobile: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>     |
| Email Address:   |   |
| Date of Birth:   |   |
| Address:   | Post Code: <input type="text"/>   |
| Occupation:  | Work Phone: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Organisation/Employer:   |   |
| Work Address:  | Post Code: <input type="text"/>   |
| Nationality:   | Cultural Background:  |
| Religion:  |   |

**PARENT/CARER 2 DETAILS**

|  |   |
|--|---|
| Full Name:   |   |
| Customer Reference Number: <input type="text"/>  |   |
| Relationship to Child:   |   |
| Home Phone: ( <input type="text"/> ) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | Mobile: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Email Address:   |   |
| Date of Birth:   |   |
| Address:   | Post Code: <input type="text"/>   |

|   |  |   |
|---|--|---|
| Occupation:   |  | Work Phone: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Organisation/Employer:  |  |   |
| Work Address:   |  | Post Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>  |
| Nationality:  |  | Cultural Background:  |
| Religion:   |  |   |
| <b>ATTENDANCE REQUIRED</b>  |  |   |
| For the entire term.<br>(Every Day)   | <input type="checkbox"/> Before School Care  | <input type="checkbox"/> After School Care  |
| Please state commencement date:   |  |   |
| Selected Days and Sessions Only   | Please state (e.g. Every Tuesday)  |   |
| Commencing Date:  |  |   |
| Casual Bookings   | <input type="checkbox"/> I/We will notify Hall-Thorpe Sports when the need arises.<br><b>Please note if places are already filled the service will not be available on a day to day or casual basis without prior booking</b>  |   |
| Please inform us if your child will attend any training at the school (rugby, netball, cricket, music, chess etc.) prior to coming to our service, and the time the child will finish the other activities:<br>Activity and Day:..... Time..... |  |   |
| <b>AUTHORISED NOMINEE/ EMERGENCY CONTACT 1</b>  |  |   |
| Full Name:  | This person is authorised to carry out the following responsibilities for my child( please tick)<br><input type="checkbox"/> Consent to medical treatment/authorise administration of medication<br><input type="checkbox"/> Authorise an educator to take the child outside the education and care service premises<br><input type="checkbox"/> Collect the child from the education and care service |   |
| Relationship to child:  |  |   |
| Address:  |  |   |
| Home Phone:   |  |   |
| Work Phone:   |  |   |
| Mobile:   |  |   |
| Signature:  |  |   |
| <b>AUTHORISED NOMINEE/ EMERGENCY CONTACT 2</b>  |  |   |
| Full name:  | This person is authorised to carry out the following responsibilities for my child( please tick)<br><input type="checkbox"/> Consent to medical treatment/authorise administration of medication<br><input type="checkbox"/> Authorise an educator to take the child outside the education and care service premises<br><input type="checkbox"/> Collect the child from the education and care service |   |
| Relationship to Child:  |  |   |
| Address:  |  |   |
| Home Phone:   |  |   |
| Work Phone:   |  |   |
| Mobile:   |  |   |
| Signature:  |  |   |
| <b>AUTHORISED NOMINEE/EMERGENCY CONTACT 3</b>   |  |   |
| Full Name:  | This person is authorised to carry out the following responsibilities for my child( please tick)<br><input type="checkbox"/> Consent to medical treatment/authorise  |   |
| Relationship to Child:  |  |   |
| Address:  |  |   |

|  |  |
|--|--|
|  | administration of medication   |
| Home Phone:  | <input type="checkbox"/> Authorise an educator to take the child outside the education and care service premises<br><input type="checkbox"/> Collect the child from the education and care service   |
| Work Phone:  |  |
| Mobile:  |  |
| Signature:   |  |
| <b>AUTHORISED NOMINEE/ EMERGENCY CONTACT 4</b>   |  |
| Full Name:   | This person is authorised to carry out the following responsibilities for my child( please tick)<br><input type="checkbox"/> Consent to medical treatment/authorise administration of medication<br><input type="checkbox"/> Authorise an educator to take the child outside the education and care service premises<br><input type="checkbox"/> Collect the child from the education and care service |
| Relationship to Child:   |  |
| Address:   |  |
| Home Phone:  |  |
| Work Phone:  |  |
| Mobile:  |  |
| Signature:   |  |
| Please ensure you have ticked the appropriate authorities for each of your nominated emergency contacts  |  |
| Parent/Carer 1 Signature:<br>Date:   | Parent/Carer 2 Signature:<br>Date:   |
| <b>CARE ARRANGEMENTS:</b>  |  |
| Is there anyone legally denied access to the child? <input type="checkbox"/> Yes If yes a copy must be provided. <input type="checkbox"/> No   |  |
| <b>CULTURAL CONNECTIONS AND FAMILY TRADITIONS</b>  |  |
| Does your family observe any religious or cultural practices that are significant to your child?   |  |
| Do you celebrate any cultural or religious traditions? How do you celebrate these?   |  |
| What family traditions do you celebrate?   |  |
| <b>MEDICAL INFORMATION</b>   |  |
| Child's Full Name:   |  |
| Does your child regularly experience any of the following? Please provide details. If yes an individual action/medical plan by an authorised medical practitioner may be required.         |  |
| <b>KNOWN ALLERGIES</b><br><input type="checkbox"/> NO <input type="checkbox"/> YES   | What causes the allergy?   |
|  | Mild      Severe      Anaphylactic ( <b>EPIPEN must be provided the service at all times child is in care</b> )  |
|  | Symptoms:  |
|  | Please provide details of any allergy management plans   |
| Action Plan attached: <input type="checkbox"/> NO <input type="checkbox"/> YES ( <b>A current year action plan from a medical practitioner together with a current photo is required</b> ) |  |
| <b>DIETARY RESTRICTIONS</b><br><input type="checkbox"/> NO <input type="checkbox"/> YES  | Special dietary restrictions(provide details)<br><input type="checkbox"/> Medical <input type="checkbox"/> Personal Choice   |
|  |  |
| <b>INTOLERANCES</b><br><input type="checkbox"/> NO <input type="checkbox"/> YES  | What causes the intolerance?   |
|  | Mild                      Severe   |
|  | Symptoms:  |
|  | Current Action plan: (provide details)   |

|   |  |
|---|--|
|   |  |
| <b>ASTHMA</b><br><input type="checkbox"/> NO <input type="checkbox"/> YES   | Mild                  Severe (A current action plan needs to be provided)  |
|   | What symptoms does your child present with when experiencing asthma?   |
|   | Asthma plan provided? <input type="checkbox"/> No <input type="checkbox"/> Yes ( updated plan required when there is a change) |
| <b>IMMUNISATION STATUS</b>  | Is your child's immunisation up to date? <input type="checkbox"/> Yes <input type="checkbox"/> No                              |
| Does your child take medication on a regular basis?<br><input type="checkbox"/> NO <input type="checkbox"/> YES                               | For what conditions?   |
| Does your child present with any additional needs or have a diagnosed disability?<br><input type="checkbox"/> NO <input type="checkbox"/> YES | Provide details: (attach doctors certificate, written diagnosis or other relevant medical information)                         |
| Any other relevant health management information?<br><input type="checkbox"/> NO <input type="checkbox"/> YES                                 | Provide details:   |
|   |  |
| <b>MEDICAL CONTACT DETAILS</b>  |  |
| Child's Doctor:<br>Address:   | Phone Number:  |
| Child's Dentist:<br>Address:  | Phone Number:  |
| Paediatrician:<br>Address:  | Phone Number:  |

### **MEDICAL CONSENT STATEMENT (CONDITIONS OF ENROLMENT)**

- I/We authorise the nominated supervisor, educator or approved provider to provide any required first aid and to facilitate medical attention in the event of an emergency. I/we give permission for staff to obtain any medical, hospital and/or ambulance service in case of an accident or emergency involving my/our child. I/We understand that any cost associated with such treatment is my/our responsibility to pay and that every effort will be made to contact me/us in the event of an illness or accident.
- I/We understand that the service is unable to care for children who are sick or who have a contagious illness. I/We acknowledge that a medical clearance may be required before my/our child is able to return.
- I/We understand that the service is unable to administer medication unless it is in its original container with the dispensing label attached listing the child as the prescribed person and the dosage to be given.

- Prescribed medication, including asthma and anaphylaxis, will only be administered when it is accompanied by written instruction from a medical practitioner, and is in its original container and a medical administration authorisation form has been completed.
- I/We agree to complete a medical administration authorisation form when our child requires medication.
- I/We give permission for first aid qualified staff to administer first aid and/or medication as/when required by our child.

Parent/Carer 1 Signature..... Date:.....

Parent/Carer 2 Signature..... Date:.....

| <b>PERMISSIONS</b>  |
|---|
| <p>I/We give permission for my/our child to have 30+ sunscreen/insect repellent applied as required. If no please provided an alternative.</p> <p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p>   |
| <p>I/We give permission for images of my/our child to be used for service newsletters, service noticeboard displays, day books, portfolios, digital photo frames etc. I/We also understand my/our child's surname will not be displayed with these images.</p> <p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p> |
| <p>I/We give permission for my/our child's image to be used for promotional purposes and service displays (including social media). I /We understand that my/our child's name will not in any way be used.</p> <p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p>   |
|   |

Parent/Carer 1 Signature..... Date:.....

Parent/Carer 2 Signature..... Date:.....

## ENROLMENT AGREEMENT

Upon signing this agreement I/We understand we are giving consent to the following

- I/We agree to keep my/our child from attending the service should they be suffering from any infectious disease as recognised by the National Health and Medical Research Council (NHMRC). I/we accept that the "Recommended Minimum Exclusion Periods from School, of Infectious Disease Cases," from the NHMRC will be enforced.
- I/We agree to our child being observed by staff and students to assist in developing activity programs.
- I/We agree to notify Hall-Thorpe Sports of any changes to information provided on this enrolment form.
- I/We agree to provide up to date Medical Management and Action Plans to Hall-Thorpe sports and understand that Hall-Thorpe Sports can refuse to care for my/our child if this is not done.
- I/We agree that it is my/our responsibility to ensure all Child Care Benefit requirements are fulfilled and if I/We fail to do this then I/We will be responsible for full fees.
- I/We agree to inform Hall-Thorpe Sports of any absence of my/our child as soon as possible and understand there may be fees associated with changing bookings.
- I/We understand that management and/or staff **cannot** enforce Family Court Orders or Domestic Violence Orders by law.
- I/We give permission for Hall-Thorpe Sports to liaise with school administration staff to obtain contact details in an emergency.
- I/We give permission for Hall-Thorpe Sports to liaise with my/our child's teacher and/or Principle when relevant to the well-being of my/our child.
- I/We give permission for my/our child to watch PG rated movies, programs and games while at the service.
- I/We understand that it is necessary to personally sign my/our child in and out from the service. A person who has not been authorised on the enrolment form to collect my/our child will need written permission before being able to collect the child.

Parent/Carer 1 Name:

Signature:

Date:

Parent/Carer 2 Name:

Signature:

Date: