

**Office Use Only**

Date Received:
Payment Received: Yes / No
Health Care Card number:

John St Community Early Childhood Cooperative
WAITING LIST

Information about the child:

| | | | |
|---------|--|------------|--|
| Surname | | First Name | |
| DOB | | Sex M/ F? | |

Information about the child's parents or guardians:**Parent 1/Guardian 1**

| | | | |
|------------|--|------------|--|
| Surname | | First Name | |
| Address | | | |
| Postcode | | DOB | |
| Phone 1 | | Phone 2 | |
| Email | | | |
| Occupation | | | |

Parent 2/Guardian 2

| | | | |
|------------|--|------------|--|
| Surname | | First Name | |
| Address | | | |
| Postcode | | DOB | |
| Phone 1 | | Phone 2 | |
| Email | | | |
| Occupation | | | |

Yarra Priority of access guidelines:

Please tick which category of Priority of Access applies to your situation:

- 1ST PRIORITY** A child at risk of serious abuse or neglect.
- 2nd PRIORITY** A child in need of priority care due to a serious change of circumstances
- 3rd PRIORITY** A child of a single parent, or of both parents who both satisfy the Child Care Subsidy activity test through work/study/training or volunteering
- 4th PRIORITY** Any other child.

Within each of these categories, the following children are to be given priority:**TIER 1**

- Children of Aboriginal and Torres Strait Islander families

TIER 2

- Children with additional needs

TIER 3

- Families which include a person with a disability diagnosis
- Families which include a person who has a diagnosis of a chronic or serious health issue

TIER 4

- Children of Single parents
- Families on low income as defined by the Child Care Subsidy highest subsidy threshold
- Asylum seeker and refugee children

TIER 5

- Children whose family resides in Yarra
- Siblings of children enrolled in the same Yarra Children's Service

TIER 6

- Children whose family work or study in Yarra

IF YOU HAVE SELECTED TIER 2 OR 3 PLEASE PROVIDE DETAILS: _____

Within these guidelines, priority of access is also given to families who have present/past children at this Centre, who attended the centre for **more than 12 months, and live or work in the City of Yarra:**

Have any of your children previously attended John Street CECC (please circle)? Y / N If Yes:

| | | | |
|---------|--|-------------------|--|
| Surname | | First Name | |
| DOB | | Year of Enrolment | |

Do you live or work in the City of Yarra (please specify)? Y/N _____

BOOKING REQUEST INFORMATION - Please note there is a minimum booking of 2 days per week.

How many days per week do you require care? _____

Please circle all preferred days:

| | | | | |
|------------|-------------|------------|--------------|------------|
| MON | TUES | WED | THURS | FRI |
|------------|-------------|------------|--------------|------------|

DATE REQUIRING CARE and ANY ADDITIONAL INFORMATION: _____

REASON FOR REQUIRING CARE _____

Waiting List Fees

We request payment of \$50.00 to cover administrative costs of maintaining our waiting list. Holders of Health Card Holder are exempt from this payment. Please provide evidence of this with your application. Payment can be made by cheque/money order payable to "John St CECC"; cash at the centre or by internet banking.

Our banking details are:

A/C John St Community Early Childhood

BSB- 633 000

Account – 213 115 678

(please tag your payment with waiting list fee and your name)

By signing below I agree that;

I understand that if I fail to keep my contact details updated or do not respond within 48 hours to an offer of a place or to a request to update details I will be removed from the waitlist.

I understand that if I do not accept a place that is offered to me I will remain on the wait list but will not be offered again for a period of 3 months from the date of the offer, regardless of spaces available.

I understand there is a minimum booking of 2 days per week.

I understand that if I choose not to immunise my child John Street will be unable to offer me childcare under the "No Jab, No Play" legislation.

Signed _____ Name _____

Date _____

Privacy Statement

John Street Community Early Childhood Co-Operative is collecting the following personal information to enable us to place your child on our waiting list. This information will be used solely by this service to assist us with the day to day administration of John St CECC and to satisfy the service's legal obligations and duty of care. You may view John St CECC's privacy policy and statement on our website www.johnst.com.au or you may view and/or obtain a copy in the office. You have the right to access and amend any personal information which John St CECC holds about you and your child by visiting the office and / or contacting the Centre Director on 03 9419 6659.