

# WAITING LIST APPLICATION



Information collected on this form will be used only  
for the administration of the Child Care Centre

## **A NON-REFUNDABLE ADMINISTRATION FEE OF \$20.00 IS DUE ON ENROLING A CHILD ON THE WAITING LIST**

Application Fee may be paid by Direct Deposit (BSB: 650-400 Account No: 943026804)

Date of Application: \_\_\_\_/\_\_\_\_/\_\_\_\_

Receipt Number (office use) \_\_\_\_\_

### **Childs Details**

First Name: \_\_\_\_\_ Family Name: \_\_\_\_\_  
Nationality: \_\_\_\_\_ Aboriginal or Torres Strait Islander: Yes No  
Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Male or Female: (Please circle) M F  
Home Phone: \_\_\_\_\_ Religion: \_\_\_\_\_  
Street: \_\_\_\_\_  
Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_  
Primary Language: \_\_\_\_\_

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**Parent/Carer** Title: Miss Mrs Ms Mr Dr Relationship to Child: \_\_\_\_\_  
First Name: \_\_\_\_\_ Family Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Mobile Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Are you currently: Working Seeking Work Unemployed Studying Maternity/Parental Leave  
Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_ Occupation: \_\_\_\_\_

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First Name: \_\_\_\_\_ Family Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Mobile Phone: \_\_\_\_\_  
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Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_ Occupation: \_\_\_\_\_

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**Marital Status** Single Married Separated Divorced Widowed De Facto

What days do you require care? Mon Tues Wed Thurs Fri Any 1 2 3 4 5

Date from which care is required? \_\_\_\_\_ (Please note it may not be possible for your child to commence on this day)

Does your child have any special needs or disabilities? \_\_\_\_\_

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Sibling/s attending centre? Yes No Sibling/s on waiting list? Yes No  
Siblings Name: \_\_\_\_\_ Siblings Name: \_\_\_\_\_

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Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Priority of Access

As the major portion of our funding comes from the Federal Department of Family and Community Services we are bound to their guidelines on priority of enrolments. We are required to fill available places using a priority system.

### **PRIORITY 1:**

Children at risk of serious abuse or neglect. This includes children in Foster Care.

### **PRIORITY 2:**

Workforce participants - where a single parent or both parents are either employed, are seeking employment or studying/training for future employment.

### **PRIORITY 3:**

#### **Any other child**

Special consideration will be given to those families within each group who have a child or parent with a continuing disability or incapacity, whose CCB percentage is 100%, who are from an indigenous or Non-English speaking background, single parents and children in socially isolated families. Siblings of children already enrolled will also be given priority for a position.

The priority of access stipulates that there must be evidence of priority. This means that workforce participants must produce evidence of their employment. Studying parents must provide study hours, while parents looking for work must provide evidence of registration with an employment agency and active involvement in obtaining work.

Toronto Community Child Care Centre

