



**GET SET
GROW**
Early Learning Centre

- 1) I understand and agree to pay the child's session fees according to the age group and days, and even my child is absent due to sickness, vacation or public holidays.
- 2) I understand and agree to give at least two weeks' notice to withdraw or reduce booking days for my child by email, and any verbal commitments will not be considered valid.
- 3) I understand and agree that all information or requests to the Service must be in writing by email, and the Service will respond within 24 hours, and any verbal commitments will not be considered valid.
- 4) I understand and agree there is a \$30.00 account charged from the first day of enrollment and the first week of every year.
- 5) I am aware and agree that late pick-up fees will occur if the child has been picked up after my child's session. Please refer to the service policy
- 6) I agree to set up the Direct Debit and understand if I fail to set up a direct debit or having any arrears amount could result in cancellation of my child's enrolment, and any cost for the recovery action from the Service may undertake at my expenses.
- 7) I agree to accurately record my child's arrival and departure time from the Service as per the service requirements.
- 8) I agree to collect or make arrangements for my child's collection if my child becomes unwell or unsuitable to stay at the Service.
- 9) I agree to keep my child away from the Service if they have any symptoms that could be considered contagious.
- 10) I agree to notify the Service by calling and email when my child is collected by any person other than those listed on the enrolment form.
- 11) I understand and agree for my child to participate in regular evacuation drills or an actual evacuation when necessary. I know that my child will be relocated from the Service under the supervision of Service's staff and educators to a safety zone for evacuation purpose
- 12) I understand and agree the Service (Get Set Grow Early Learning Centre) will upload your child's photos or video footage to the childcare management app (OWNA) for Internal Recording children's learning journey.
- 13) I agree and give educators and school teachers/principals permission to share information about my child about their care and well-being.



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14) I understand and agree to my child to participate in programs organised by practicum students. I am aware that students will not be with children without an educator present and supervise.

15) I will read and understand the service policies and agree to follow, support, and abide by these policies and be aware that Service's educators are available anytime to discuss any policies that I don't fully understand.

(Available at the Service's reception or via the parent's app)

16) I understand and agree to provide up to date information on the Comply Written Agreement (CWA) or Relevant Arrangement (RA).

17) I declare that I am the applicant named in the form and all information and documents provided as part of my application are true and accurate.

(Any false information may cause my CCS enrolment to cease or be cancelled)

18) I understand that OWNA has provided a general enrolment form. Any difference or ambiguity between OWNA's enrolment form and the Service's terms and conditions will be governed by the Service's terms and conditions.