

**Form SO:05.02. F3** Phone 07 4069 5182. Post/ Drop off: 15 Charles Street, Cooktown.  
**Kindergarten wait list application**



Policy – Enrolment

Area – Service Operations

This waiting list form is for **C&K Affiliate Kindergarten services only**.

**Kindergarten name** (please nominate service name): Cooktown Community Kindergarten

**Please read before completing this form**

1. Lodgement of this form does not guarantee your child will be offered a place.
2. This form is a wait list application only. If your child is offered a place, we will ask you to complete an enrolment booklet to formalise the enrolment for your child.
3. Please submit a separate form for each child.
4. Please write in BLOCK LETTERS.
5. Once completed, please submit by email or mail directly to the service. Contact details for services can be found on the C&K website <http://www.candk.asn.au/cooktown>
6. A range of information is gathered for legislative and statistical purposes. Please complete all sections of this form to help us process your application as soon as possible.
7. Please indicate whether this form is a new application or an amendment to an existing application by ticking the applicable box below.

**New application**

**Amendment to an existing application**

**Child's details**

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Gender: Male  Female  Child's CRN\* (if known): \_\_\_\_\_

Home address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

**Year of commencement** – please tick the relevant year according to your child's date of birth

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> <del>2018 (born 1 July 2013 – 30 June 2014)</del> | <input type="checkbox"/> 2021 (born 1 July 2016 – 30 June 2017) |
| <input type="checkbox"/> 2019 (born 1 July 2014 – 30 June 2015)                       | <input type="checkbox"/> 2022 (born 1 July 2017 – 30 June 2018) |
| <input type="checkbox"/> 2020 (born 1 July 2015 – 30 June 2016)                       | <input type="checkbox"/> 2023 (born 1 July 2018 – 30 June 2019) |

**Parent / guardian**

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Parent's gender: Male  Female  Relationship to child: \_\_\_\_\_

Parents CRN\* (if known): \_\_\_\_\_

Contact phone: \_\_\_\_\_ Email address: \_\_\_\_\_

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**Do you or your child identify as:**

- |   |  |
|---|--|
| <input type="checkbox"/> Aboriginal             | <input type="checkbox"/> Aboriginal and Torres Strait Islander |
| <input type="checkbox"/> Torres Strait Islander | <input type="checkbox"/> South Sea Islander                    |
| <input type="checkbox"/> Not Indigenous         | <input type="checkbox"/> Decline to Answer                     |

**Does your child have an additional need or medical condition?**  YES  NO

If YES, please provide details below. This information will be used to support your child if an enrolment offer is made.

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**Waitlist application agreement**

- I have provided correct information and agree to notify C&K if my circumstances change.
- I understand that the information I have provided will be used for the purposes of being considered for a place in a C&K service.
- I understand that C&K regards my information as confidential and has policies in place to ensure the protection of this information.
- I understand that this data may be used for statistical purposes.
- I am the legal guardian of the child and have authority to provide information contained in this form.
- I acknowledge that by completing this waiting list application it does not confirm a placement at this service.

Parent / guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

**What now?**

Once your application is received, we may contact you to discuss your application which may include a request for further information and / or clarification. We will contact you when a position becomes available. For further information regarding your application please contact the service director.

\* Customer reference number obtained from the Family Assistance Office or Medicare.

**OFFICE USE ONLY**

<b>Processed by:</b>	<b>Date processed:</b>
<b>Date received:</b>	