

Waiting List Application Form

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 form 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 hand deliver this form to the kindergarten.
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.

Child's Details (Please print)

First Name: _____ Last Name: _____

Date of Birth: _____ 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 type="checkbox"/> 2018 (born 1 July 2013 – 30 June 2014) | <input type="checkbox"/> 2020 (born 1 July 2015 – 30 June 2016) |
| <input type="checkbox"/> 2019 (born 1 July 2014 – 30 June 2015) | <input type="checkbox"/> 2021 (born 1 July 2016 – 30 June 2017) |

Group Preference – please tick the preferred Group for your child

- Wombats** (Monday, Tuesday & alt. Wednesday) **Wallabies** (Thursday, Friday & alt. Wednesday)

**Please notify staff if you believe your child has any special needs or a medical condition requiring additional assistance.*

Parent / guardian Details (Please print)

First Name: _____ Last Name: _____

Relationship to child: _____ Parent's CRN* (if known): _____

Phone (mobile preferred): _____

Email: _____

*CRN - Customer reference number obtained from the Family Office or Medicare

Queensland Kindergarten Funding Scheme (QKFS)

If your child is of eligible age, our service may be entitled to claim QKFS funding on behalf of your child. If your child is enrolled at another kindergarten program (in a Long Day Care or Kindergarten service) and that kindergarten program is claiming the QKFS funding for your child, our service will not be able to claim the funding (this impacts any QKFS Plus Kindy Support subsidies you may be eligible for). It is your responsibility to advise our service if your child is enrolled and you are claiming for them at another kindergarten program. It is your decision as to which service you would like to claim funding on your child's behalf. If you are unsure please speak with the service your child is already attending.

Would you like to nominate our service as the service for claiming QKFS?

- Yes, if eligible at this service
- No, claiming elsewhere*

If claiming QKFS funding elsewhere, please provide the name of the service that is claiming the funding for your child.

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*Under the Universal Access commitment, Waiting List preference is given to children not already attending another Approved Kindergarten Program. Additional Fees may be incurred for your child to attend a 2nd Approved Kindergarten Program.

Waitlist application agreement

- I have provided correct information and agree to notify Happy Valley Community Kindergarten if my circumstances change.
- I understand that Happy Valley Community Kindergarten 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 the form.
- I acknowledge that by completing this wait list application it does not confirm a placement at Happy Valley Community Kindergarten.

Parent / guardian signature: _____ **Date:** _____

What happens next?

Once your application is received, Happy Valley Community Kindergarten may contact you to discuss your application, which may include a request for further information and / or clarification. Happy Valley Community Kindergarten will contact you when a position becomes available. For further information regarding your application please contact Happy Valley Community Kindergarten (07) 4743 2670 / hvkindy@bigpond.net.au.

<p>Office Use Only:</p> <p>Date Received: _____ Staff signature: _____</p>
