

# Turrumurra Recreation Centre Golden Grove Recreation Centre

## Creche enrolment

Please complete this enrolment form and return to our Crèche Attendant on your child's first visit to our crèche.

### Child's Information

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Male/Female \_\_\_\_\_

### Parent/guardian information

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

**Emergency Contact (The following emergency contact has permission to collect my child from crèche if unforeseen circumstances arise.)**

Name \_\_\_\_\_

Relationship \_\_\_\_\_

Contact Number \_\_\_\_\_

### Medical conditions and special needs

Medical conditions, e.g. epilepsy, asthma \_\_\_\_\_

Any allergies, e.g. foods, bee stings \_\_\_\_\_

Special needs \_\_\_\_\_

**By signing this form I agree to the conditions detailed in the Parent/Carer Information Sheet provided with this enrolment form in regard to my child attending the Turrumurra/Golden Grove Recreation Centre Crèche Facility. In the case of an accident, I give permission for crèche staff to administer first aid to my child.**

(Parent/Guardian's signature) \_\_\_\_\_ Date \_\_\_\_\_

(All information provided is Confidential and will be used for Crèche records only)



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## Parent/Carer information

Welcome to Golden Grove/Turrumurra Recreation Centre Crèche Facility.

**Please read this important information carefully.**

Help us to provide a safe and happy environment for all children in our complementary crèche facility.

### Register

When entering the crèche for each session children must be signed-in and signed-out by the same parent/carer.

### Access to the child whilst in our Crèche

You are the only person able to pick up your child or have access to your child whilst they are in the crèche unless we receive a note in the Sign-in book or on a separate written notification advising us of the person's details. Please also note that it is a requirement that the nominated person to collect your child must show **photo identification** to the Crèche Attendants.

### Infectious diseases/conditions

Children with infectious conditions cannot be accepted into the crèche. Such conditions include chicken pox, mumps, measles, conjunctivitis, gastroenteritis, ring worm/tinea, diarrhoea, vomiting, and head lice. It is at the discretion of the Crèche Attendants to determine if your child is unwell and not able to attend the facility. **No medication will be administered by Crèche Attendants.**

This excludes any cases of accident or emergency situations where the Crèche Attendants will administer first aid to a child. All Crèche Attendants will follow the 'Recommended Minimum exclusion periods for infectious conditions for schools, pre-schools and child care centres December 2005' as issued by the National Health and Medical Research Council which is also displayed in the crèche for your information.

### Snacks

If you want your child to have a snack whilst in the crèche, please bring fruit (excluding apples and grapes) or sandwiches. Our crèche has a strictly **no nuts allowed** policy and we are not able to allow any food items that contain traces of nuts. Please note that staff rarely have time to spoon feed babies and toddlers. **Popcorn, carrots and hard lollies are also not accepted.**

Please prepare fruit in the way your child prefers (eg peeled, sliced, etc). Children are only given food which their parent/carer has provided. Please note that the crèche has no bottle or food warming facilities available.

### Changeover congestion

Game changeovers are very hectic times in the crèche. Please bring your child/children to the crèche five to ten minutes before the start of your activity. Also, your promptness in "picking-up" is appreciated.

### Children's belongings

All possessions, bottles, dummies, bags, special toys, etc must be clearly named (eg bottles, bags, food and drink containers) to avoid any items being lost. Please bring any necessary toilet provisions (nappies, change of clothing for emergencies) and if your child is toilet trained please assist our Crèche Attendants by taking your child/ren to the toilet prior to admittance to the crèche.

### Pusher

Please bring a pusher if possible for your small child - it is comforting for them.

### School children

School aged children are not able to attend our crèche.

### Donation

A small donation is appreciated to help us buy biscuits, tissues and new toys.

**Please do not hesitate to speak to our friendly staff if you have any queries.**