Form Version: 2022.03

Details reconfirmed:			

## HobbyCare - Before & After School Care Child information and Enrolment sheet

0		Morning				1				
Start Date:  Day / Month / Year		IVIO	-	nday to Friday	Mond	<b>J</b> day	Tuesday	Wednesday	Thursday	Friday
		Afternoon								
P	lease ensure all entries are	printed clearly and	l legibly s	so that we ca	an quickly get i	n toucl	n with you or you	ır emergenc	y contacts if no	eeded.
1.	Full name of child:	Surname			First Name(s)					
	Child's birthday:				Gender: M	ale / F	emale / Other	Classroo	om No.:	
	·	Day M	onth	Year		C	Circle		Important fo	or new entrants
2.	Full name of child:	Surname			First Name(s)					
	Child's birthday:					ale / F	emale / Other	Classroo	om No.:	
	•	ŕ	onth	Year			Circle			or new entrants
3.	Full residential addres	s of child(ren):	Street							
								D 0		
		Home Phone:	Suburb					Post C	ode	
4.	Primary Caregiver(s):					_				
7.	Tilliary Caregiver(s).	Relationship	Surname				First Name			
		Email:								
		Mobile:				_ Oth	ner:			
		Relationship	Surname				-irst Name			
		Email:								
		Mobile:				_ Oth	ner:			
5.	Emergency Contacts:	a								
		Name				F	Pelationship		Contact F	Phone Number
		b				F	Pelationship		Contact F	Phone Number
6.	Relevant medical info	rmation e.g., Med	dicines b	oeing taken	, Asthma, Dia	abete	s, Allergies (fo	od, insect b	oites/stings) e	etc.:
7.	Please indicate any of	her special care	instruct	ions or info	rmation that i	s rele	vant to the car	e of vour c	hild:	
	(Including any special religious, cultural	•				0 . 0.0		o o. you. o.		
Con 1.	iditions of Enrolme Fees are to be paid 1 we		anrolma	nt (receints v	will ha issuad o	n reall	act)			
2.	Children collected after the	ne normal <i>5:45 pm</i>	finishing					ce of <b>\$15.00</b>	ofor every 5 m	inutes, o
3.	part thereof, that a staff r The standard daily fee w	•		ıf <i>anv</i> absen	ces for which s	taff ha	ve not been aive	en at least tv	vo weeks' notic	ce
	·	-		•						
l wish	to enrol my child in Hobby(	Jare <b>and acknowle</b>	dge that	I have read a	and agree with	all cor	iditions as stated	d above and	in the disclain	ner.
Sian	ature(s): 🗶									
O.g.					Name	e(s): _				
	tionship to child:				Date:					
Rela	tionomp to omia.									

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HobbyCare - Before & After So	chool Care
Disclaimer	
I acknowledge that	enters HobbyCare at my own risk.
Although the highest quality of care will be always exercised, Hobby unforeseen misadventures.	Care cannot accept responsibility for any
Damages to Hobsonville School property and/or HobbyCare property the responsibility of the primary care giver of the named child(ren).	/ caused by the named child(ren) shall become
You further acknowledge reading, understanding, and agreeing with	the following conditions:
1. You understand that you will be required to pay fees for the u to comply will result in a 15% late penalty on <i>all</i> fees outstanding. Y that HobbyCare reasonably incur in collecting overdue amounts, incluences, and all bank charges in relation to dishonoured cheques	ou will also be liable for any fees or expenses uding collection agent fees, phone charges, legal
2. You undertake to notify the Programme Staff if there is any clyour child. You further undertake to collect, or have your child collect otherwise you acknowledge you will be charged a late fee of \$15.00 required to wait beyond the end of the programme.	cted by 5:45 pm (if enrolled in after school care)
3. Fees are still payable for sessions booked where your child d to pay fees for a period of more than 1 week of absence if you have absence. A minimum of two weeks' notice (14 days) is also required from the programme for whatever reason, otherwise you will continue regardless.	e notified HobbyCare at least two weeks prior to the d if you wish to permanently remove your child
Fess can be paid by internet banking, recurring automatic payments or cash direct to are available for recording cash payments and should be signed by the parent/careg time. All online payments can be made to HobbyCare account: 38-9019-0604104-06	iver and a staff member to verify the payment amount and
4. a. All children must be signed into our morning programme a persons named as caregivers or emergency contacts on the information HobbyCare. Any changes or corrections to the information overlaps.	ation and enrolment sheet can sign children out

- at the earliest opportunity. b. Parents are required to sign their children into the morning programme (if enrolled). HobbyCare cannot accept responsibility for any child left alone at the venue before 7:00am.
- 5. Any problems or complaints should be referred, in the first instance, to the supervisor on duty, and if any matter remains unresolved it may be taken to the Director.
- You hereby give permission for the programme staff to treat your child if a minor accident occurs. In the case of a more serious nature, you understand an ambulance will be called, and acknowledge that the programme staff are not able to transport children to parents, Doctors, Hospitals, or any other place. HobbyCare will not be responsible for expenses incurred in dealing with medical or accident emergencies.
- 7. Staff members are obligated to report any instances of suspected child abuse or neglect. The Director must report this to Tamariki Oranga – Ministry for Children and/or the New Zealand Police.
- You understand that the information contained herein is confidential and pursuant to the Privacy Act will only be used to administer your child and not used or distributed for any other purpose. An approved officer of CYFS has the statutory power to examine any records or documentation held by our organisation. Under the Privacy Act (1993) all information pertaining to you, held by HobbyCare is available for you to view.
- You acknowledge that HobbyCare reserves the right to immediately terminate your child's enrolment in the programme if there are behavioural tendencies that are disruptive or have an adverse effect on the people or other children involved in this programme.

Signature(s): 🗶	Name(s):
Relationship to child:	Date:

Please also read, fill in and sign 'Disclaimer' on the reverse of this sheet.