



**EMERGENCY CONTACT 1****MUST BE DIFFERENT TO PARENTS GUARDIANS**

FULL NAME: .....

POSTAL ADDRESS .....

City / Suburb ..... Post Code .....

TELEPHONE: (Mobile).....

(H)..... (B).....

(Email) .....

Relationship to the child: .....

**EMERGENCY CONTACT 2****MUST BE DIFFERENT TO PARENTS GUARDIANS**

FULL NAME: .....

POSTAL ADDRESS .....

City / Suburb ..... Post Code .....

TELEPHONE: (Mobile).....

(H)..... (B).....

(Email) .....

Relationship to the child: .....

**EMERGENCY CONTACT 3****MUST BE DIFFERENT TO PARENTS GUARDIANS**

FULL NAME: .....

POSTAL ADDRESS .....

City / Suburb ..... Post Code .....

TELEPHONE: (Mobile).....

(H)..... (B).....

(Email) .....

Relationship to the child: .....

**EMERGENCY CONTACT 4****MUST BE DIFFERENT TO PARENTS GUARDIANS**

FULL NAME: .....

POSTAL ADDRESS .....

City / Suburb ..... Post Code .....

TELEPHONE: (Mobile).....

(H)..... (B).....

(Email) .....

Relationship to the child: .....

**INTRODUCTION TO SKI PROGRAMS:***NOT APPLICABLE – go to next section*

Will your child be participating in one of our Introduction to Ski programs?

YES

NO – go to next section

Permission for a qualified Ski Instructor registered with Mount Hotham Skiing Company to remove your child from the premises of Hotham Day Care for the purpose of Ski Lesson's.

YES / NO

Permission for Hotham Day Care staff to apply sunscreen to your child prior to their Ski Lessons:

YES / NO

**Management Section:**

1. Ski Rental Form completed

Yes

No

n/a

Initials: .....

2. Child meets minimum boot size requirements

Yes

No

n/a

Initials: .....

**CHILDS MEDICAL AND HEALTH INFORMATION:****Hotham Medical Centre:** YES / NO Ph: 03 – 5759 3551*During your child's visit, a doctor's advice may be required; this person must not be related to the child.***Or**Your registered **Medical Practitioner/Medical Service:** .....

TELEPHONE: ..... Email: .....

POSTAL ADDRESS: ..... suburb: ..... post code: .....

**Immunisation Status:**

Are your child's Immunisations up to date:

YES / NO

*It is not compulsory for you to provide copies or for us to sight your child's Immunisation records***Medical Information:***Please provide detail's of the below on your child's Daily Routine.*

Please provide details:

1. Does your child have any Allergies?

YES / NO

.....

2. Does your child have any Dietary Restrictions?

YES / NO

.....

3. Does your child have any Medical Conditions?

YES / NO

.....

4. Does your child require Medication (*Epi-Pen/Asthma medication*)? YES / NO

YES / NO

.....

5. An Action Plan must be completed, signed &amp; provided - Provided? YES / NO

YES / NO

.....

5. Does your child have a disability or Additional Needs?

YES / NO

.....

**Management Section:**

1. Immunisations records sighted

Yes

No

n/a

Initials: .....

2. Daily Routine document completed &amp; signed

Yes

No

n/a

Initials: .....

3. Action Plans completed &amp; signed

Yes

No

n/a

Initials: .....

**IN THE CASE OF EMERGENCY:**

- Hotham Day Care advises that all families consider ambulance cover in the case of a Medical Emergency whilst in our care;
- Upon signing this document, you declare that the information provided is true and correct and undertake to immediately inform Hotham Day Care of any change to this information;
- Upon signing this document, you agree to collect or make arrangements for the collection of the child referred to in this enrolment form if she/he becomes unwell at the service;
- Upon signing this document, you consent to Hotham Day Care staff seeking, or where appropriate, administering, such emergency medical treatment as is reasonably necessary;
- In the case where a Medical Emergency occurs, you agree to reimburse any necessary expenses incurred by Hotham Day Care

**DECLARATION**

*Declaration and consent to emergency and medical treatment*

I ..... (Print full name) have lawful authority of the child referred to on this Enrolment Form. I declare that the information provide is true and accurate.

Signature: ..... Date: .... / .... / 2011

**LAWFUL AUTHORITY**

“Lawful Authority” refers to your consent of the nominated Emergency Contact people to provide Hotham Day Care staff permission to:

- I. Administer medication;
- II. Apply medical and emergency treatment;
- III. Collect your child on your behalf.

A court order, such as under the Family Law Act, may take away the authority of a parent or guardian to do something, or may give it to another person.

**Parents**

All parents have powers and responsibilities in relation to their children which can only be changed by a court order. The Children’s Services Regulations 2009 refer to these powers and responsibilities as “lawful authority”. It is not affected by the relationship between the parents, such as whether or not they have lived together or are married.

**Guardians**

A guardian of a child also has lawful authority. A legal guardian is given lawful authority by a court order. The definition of “guardian” under the Children’s Service Act 1986 also covers situations where a child does not live with his or her parents and there are no court orders. In these cases, the guardian is the person the children lives with who has day-to-day care and controls the child.