

Forestville Montessori School

Planned Care Arrangement - Written Agreement

Please complete one form for each child enrolled in our Toddler, Preschool, Before School Care, Midday Care or Afternoon Care Programs

This Written Arrangement between _____ (parent/guardian name) and The Peninsula Montessori Association Pty Ltd (Forestville Montessori School) is an ongoing agreement to provide care in return for fees. The Written Arrangement must contain a minimum amount of information set out in subsection 200B(3) of the Family Assistance Administration Act.

Definitions

Complying Written Agreement	CWA	Circle this option if you wish to claim Child Care Subsidy (CCS) now or in the future. If you do not circle an arrangement type this arrangement type will be circled and chosen for you as a default.
Relevant Agreement	RA	Circle this option if you do NOT wish to or are NOT eligible to claim CCS.
Additional Child Care Subsidy	ACCS	ACCS is used when a child care provider identifies that a child is at risk of serious abuse or neglect but there is no individual identified to pay the child care fees. The ACCS replaces the Special Childcare Benefit, Grandparent CCB and Jet CCFA. Circle this option if you are entitled to ACCS under the new Child Care Subsidy.
Arrangement with an organisation	Arrangement where an outside organisation is liable for the fees of the care of the child.	

Arrangement

Arrangement Type (please circle)	CWA	RA	ACCS	Arrangement with an organisation
Provider Name	The Peninsula Montessori Association Pty Ltd			
Provider CCS Number	190 000 633X			
Name of Service	Forestville Montessori Preschool			
Service Approval Number	SE – 0000 7295			
Service ID	190-009 092C			
Parent/CCS Claimant Full Name				
Parent/CCS Claimant Phone No.				
Parent/CCS Claimant CRN				
Parent/CCS Claimant Date of Birth				
Date the arrangement was entered into (today's date)				
Full Name of Child Attending Care				
Child's Date of Birth				
Child's CRN				

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Arrangement (continued)

Expected Sessions of Care (please tick)	Routine <input type="checkbox"/> Toddler Half Day 8.30am – 12.15pm Wed-Fri <i>with option for casual Afternoon Care sessions (12.15pm – 3.45pm W-F)</i>
	Routine <input type="checkbox"/> Toddler Full Day 8.30am – 3.45pm Wed-Fri
	Routine <input type="checkbox"/> Pre-Primary Half Day 9am – noon Mon-Fri <i>with option for casual Before School (7.30am – 9am), Midday Care (noon – 3pm) and Afternoon Care (3pm – 6pm) sessions M-F</i>
	Routine <input type="checkbox"/> Pre-Primary Full Day 9am – 3pm Mon-Fri <i>with option for casual Before School (7.30am – 9am) and Afternoon Care (3pm – 6pm) sessions M-F</i>
	Routine NEW <input type="checkbox"/> Pre-Primary \$120 flat fee per day Mon-Fri <i>8.30am* – 5.30pm* with option for casual Before School (7.30am – 9am) sessions. * earliest drop off time / latest collection time</i> For children attending the Half Day program, please confirm anticipated days of attendance at Midday Care (12 noon start) and Afternoon Care (3pm start) (please tick): Midday Care: M ___ Tu ___ We ___ Th ___ Fri ___ Afternoon Care: M ___ Tu ___ We ___ Th ___ Fri ___ For children attending the Full Day program, please confirm anticipated days of attendance at Afternoon Care (3pm start) (please tick): Afternoon Care: M ___ Tu ___ We ___ Th ___ Fri ___
	Only applicable to primary students accessing Before School Care <input type="checkbox"/> Routine Primary 6-12 Years Full Day 8.45am – 3pm Mon-Fri <i>with option for casual Before School (7.30am – 8.45am)</i>
Care Arrangement	The type of care the service offers and the parent accepts is considered “flexible care”. Our service offers routine (permanent) days of care as well as casual sessions for particular programs where available.
Fees to be charged to the individual for the sessions of care provided	A full list of current fees and charges are available in our Fees Schedule & Policy. These are subject to change with written notification. A copy of the Fee Schedule & Policy is available from the school’s website.

Agreement

I _____ (parent/guardian name) understand that it is my responsibility to notify the service in writing when there are any changes to our family details to ensure the Service Provider's files remain current. If the details on my child's original enrolment form or on this document change at any time I will notify the Principal in writing immediately. I acknowledge that I have read the Fees Schedule & associated policy details in full and accept all terms and conditions.

Parent/Guardian Name: _____ Signature: _____ Date: __ / __ / __

Residential Address: _____

Internal Use: completed form received & processed by FMS on: _____ (date) by _____