

# **CHANGE OF HOURS FORM**

#### Childs Full Name:

Educators full Name:

Effective From:

#### • Enrolment Details:

- Enrolment only effective once the fully completed form is received
- Enrolment effective upon receipt of Educators Police Vetting Result.
- Enrolment cannot be back dated.

#### Please enter in your enrolment hours below.

Attending Hours: (To be between 6 am - 8:30 pm)									
Days Enrolled	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total Hours:	
Start Time:									
Finish Time:									

Parent/Guardian Signature: \_\_\_

### DO NOT FILL IF YOUR CHILD IS UNDER 3

• If your child is over 3 and you are entitled to receive 20 Hours ECE.

Please enter the number of 20 Hours ECE you are claiming each day through Seedlings in the box labelled ECE Hours at Seedlings Education.

If you are not please write how many ECE hours you are using at another service in the box labelled ECE Hours at ANOTHER service.

You must write the name of the other service as well as the hours your child attends there so we can be sure there is no overlap between their time there and with us.

3 - 5 Year Olds only - 20 Free ECE Hours

20 Hours ECE is for up to six hours per day, up to 20 hours per week and there must be no compulsory fees when a child is receiving 20 Hours ECE funding. Please enter the total ECE Hours per day.

ECE Hours at Seedlings Education.

Days Enrolled	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total Hours:
Seedlings Education:								
			ECE Hours	s at ANOTHER	service:			
Days Enrolled	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total Hours:
Other Services:								

◆ 20 Hours ECE Attestation:

Is your child receiving 20 Hours ECE for up to six hours per day, 20 hours per week at this service?	🗆 Yes	🗆 No
Is your child receiving 20 Hours ECE at any other services?	🗆 Yes	🗆 No

Name of other service:

If yes to either or both of the above, please sign to confirm that:

- Your child does not receive more than 20 hours of 20 Hours ECE per week across all services.
- Your authorise the Ministry of Education to make enquiries regarding the information provided in the Enrolment Agreement Form, if deemed necessary and to the extent necessary to make decisions about your child's eligibility for 20 Hours ECE.
- You consent to the early childhood education service providing relevant information to the Ministry of Education, and to other early childhood education services your child is enrolled at, about the information contained in this box.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_/\_\_\_\_

Date: \_\_\_\_/\_\_\_/

### EXAMPLES OF HOW TO FILL THE ECE PART OF THE FORM IS ON THE BACK



## Example of using 20 ECE hours with Seedlings

5 - 5 Tear Olds Only - 20	Free ECE Hours	5						
20 Hours ECE is for up to Please enter the total EC			urs per week and	d there must be no	o compulsory fe	es when a child i	s receiving 20 H	lours ECE funding.
			ECE Hours	s at Seedlings Edu	cation.			
Days Enrolled	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total Hours:
Seedlings Education:	4	4	4	4	4			20
			ECE Hou	rs at ANOTHER se	rvice:			
Days Enrolled	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total Hours:
Other Services:								0
20 Hours ECE Attestation	n:	· · · · · · · · · · · · · · · · · · ·		· · · · ·			·	
your child receiving 20 H	lours ECE for u	p to six hours pe	r day, 20 hours p	per week at this se	ervice?			Yes 🗆 No
your child receiving 20 H	lours ECE at an	y other services	?					res No
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xample of using 20	ECE hours v	vith another s	service					
2 E Veer Olds only 20		_						
3 - 5 Year Olds only - 20				l thore must be pr		oc whom o child i	e receiving 20 U	lours FCF funding
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20 Hours ECE is for up to	six hours per	day, up to 20 hou	·			ees when a child i Sat	s receiving 20 H Sun	
20 Hours ECE is for up to Please enter the total EC	o six hours per d E Hours per da	day, up to 20 hou ay.	ECE Hours	s at Seedlings Educ	cation.		1	
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• 20 Hours ECE Attestati	ion:							
Is your child receiving 8	Hours ECE for up	to six hours per	day, <mark>8</mark> hours pe	r week at this ser	vice?	<b>E</b> Ye	es 🗆	No
Is your child receiving 1	Hours ECE at an	y other services	12			Ye	es 🗆	] No

Thurs

ECE Hours at ANOTHER service:

Thurs

4

Fri

Fri

4

Sat

Sat

Sun

Sun

Total Hours:

8

Total Hours:

12

Mon

4

Mon

Tues

Tues

4

Wed

4

Wed

Days Enrolled

Days Enrolled

Other Services:

Seedlings Education: