

2020 Enrolment

Welcome to a new year with the Wahroonga Out of School Hours Centre! We are sadly farewelling our Year 6 kids, but warmly welcoming the new families, especially Kindy children. Please find below some helpful information to guide you through the enrolment process.

The WOOSH enrolment process for Families requiring Out of School Hours care in 2020 will consist of the following steps:

1) **SCHEDULE AN ENROLMENT INTERVIEW:**

Enrolment will open 9am on 14th October 2019, and close 9am on 25th October. During this period, any family can access www.schoolinterviews.com.au and schedule a 15 min enrolment interview from the interview times available. The following event code is required to schedule the interview: **v5jph**. The selection of preferred interview times will be on a first-come, first-served basis. Interviews will be held during Term 4, commencing on 31st October 2019.

2) **COMPLETE THE ENROLMENT FORMS:** Families will need to complete an enrolment form, which can be accessed at <https://wahroongaoutofschoolhours.com/enrolments/>. Please submit this to the Centre at the scheduled interview, along with the \$50 per child enrolment fee (cash/cheque only), submitted during the interview.

3) **ATTEND THE ENROLMENT INTERVIEW:** Attend the scheduled interview with the Centre Educator, and if all required steps above have been completed, the Centre will advise at this point on the availability and offer of a placement in 2020.

Please note: Enrolment from 2019 does not automatically carryover into 2020. Every family requiring Care in 2020 must follow the enrolment process listed above. Notification of enrolment status, and further, acceptance in to Care for 2020 will be provided by the Centre following the completion of the steps listed above, in accordance with the Centre guidelines.

Tips for scheduling an interview on www.schoolinterviews.com.au:

- Once the Event Code (**v5jph**) has been entered into the website, there are 3 simple steps to complete – follow the instructions provided on the website.
- Once you click 'finish', your interview timetable will be emailed to you automatically - check your junk mail folder if you do not receive your email immediately. If after 24 hours you still have not received an email, please call the Centre.
- You can return to www.schoolinterviews.com.au until the bookings close and change your interviews. Remember to use the same name and email address you used when you made your original booking.
- Parents wishing to change their interview times after the closing date, should contact the Centre directly on: 0428914394

New Families:

- In order for your enrolment to be accepted you will need to bring the following to the Enrolment interview: 2020 New Family Enrolment Form, Immunisation Certificate, Birth Certificate, Emergency Contacts, Customer Reference Numbers, Asthma, Allergy and Anaphylaxis Action Plan. The Transition to School Statement for Kindergarten Children should be provided when available.
- The Centre invites new Families to attend our orientation afternoon on Tuesday 19th November from 5pm. We look forward to seeing you then!