



We build strong **PEOPLE**
strong **FAMILIES** strong **COMMUNITIES**

YMCA of Sydney

29 October 2007

Dear Parents / Carers,

BSC AND ASC ENROLMENT

Welcome to our YMCA Outside School Hours Care (OSHC) Service. Please complete all relevant areas of the attached Enrolment Form to ensure your application is processed. Should you require further information please speak with our Childcare Co-ordinator, Dawn Chase.

Parents are reminded that there is an administration fee of \$30.00 per child or \$50.00 per family, which must be paid when the Enrolment Form is handed back. This fee covers the cost of our administration to process your child/rens information and is in line with the childcare industry.

Enrolments for new families will be taken from the Monday 12 November on a first in first serve basis. Once your application is processed you will receive the following information;

A Letter of Confirmation, including the confirmation of your child/ren position, confirmation of booked days, centres name, fees for Before School Care and After School Care, orientation date and Co-ordinators name will be sent to you by Friday 29 November 2007.

Please note that should our OSHC service reach enrolment capacity families will be informed immediately and placed on a waiting list, which is reviewed and updated monthly.

If you have any questions please feel free to ring Dawn Chase, Childcare Co-ordinator, on 9981 3430.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Liam Whitley'.

Liam Whitley
GROUP MANAGER

Narrabeen Lakes Before & After School Care Centre
Managed by St Ives YMCA
1299 Pittwater Road, NARRABEEN, NSW 2101
Telephone (02) 9981 3430 Facsimile (02) 9981 3430
Email admin.stives@ymcasydney.org www.ymcasydney.org/stives