

Thank you for your interest in HILAC Occasional Care.

For enrolment we require **Parent/Guardian 1** (this is the person who is linked to the child with Centrelink and has already applied for the childcare subsidy) to complete the *Harmony Web* digital enrolment form. You can access the enrolment form by clicking on the link below:

Compliant Written Agreement Enrolment Form:

<https://portal12.harmonykids.com.au/OnlineEnrolments/Register?id=6c864255-3962-4813-9996-ecc1c0b89198>

Please note: You will be asked to upload a current copy of your child's **Immunisation History Statement** (accessed by logging onto your online my.Gov account), so please have this ready before you start completing the enrolment form. Please ensure you have **BOTH** parents details, **CRN** numbers for both yourself and your child, we also require **at least 2 emergency contacts other than parents with address, email, phone numbers and relationship to child.** We also require any **parenting plans/orders, medical action plans and birth certificates** to process enrolment. Please ensure you fill in **ALL** details incomplete enrolments will not be accepted.

Our casual and Permanent Routine Booking application ensures we know what type of care you require and your child is placed on our waiting list for all days you require care if we are fully booked. You can access this by clicking on the link below:

Casual & Permanent Routine Booking application:

<https://www.cognitoforms.com/SouthernGrampiansShireCouncil/HILACOccasionalCareBookingReviewForm>

As part of your enrolment, **Parent/Guardian 1** must also sign and date our *Parent/Guardian 1 Agreement - Schedule of Fees and Charges 2024-2025* form:

Parent/Guardian 1 Agreement - Schedule of Fees and Charges

[Parent/Guardian Agreement - Schedule of Fees and Charges \(cognitoforms.com\)](#)