Welcome to Bonkers Beat Music Kinder & Childcare Aspendale!

| The Bonkers Beat ‘7 Stones’ Philosophy is built on seven main areas (stones): Music, Wellbeing, Creativity, Relationships, Environments, Sustainability and Engagement. All practices and programs at Bonkers Beat reflect and support the centre philosophy and are connected to all areas of the National Quality Standard and the Early Years Learning Framework.  Bonkers Beat Music and Bonkers Gym Wellbeing programs became the foundation of the centre philosophy which draws on numerous sources to enhance the curriculum. It was influenced by philosophies of Howard Gardner, Dr. Maria Montessori and inspired by the progressive approach of Reggio Emilia.  Bonkers Beat programs improve children's health and wellbeing, promote and encourage professional development, build confidence in educators and parents, help families to connect to the service and develop collaborative partnerships with communities.  Bonkers Beat Music Kinder provides a holistic approach and lays the foundation for children and families to improve their health and wellness. |
| --- |

**Hours of operation:** 7.30am – 6.00pm (Monday to Friday)

**Weeks:**  52 Weeks per annum (Closed on Public Holidays and Two Curriculum Days per year)

\* **Please note fees are still charged for these days. 2 Curriculum Days for staff at 50% of daily fee.**

**Fee Structure for all groups:**

| Part Time (1-3 days) | $148.00 per day, 10.5 hr session |
| --- | --- |
| Fourth/Fifth day | $143.00 per day, 10.5 hr session |
| Full Time ( 5 days) | $730 per week, 10.5 hr session |

**Enrolment Application Process:**

1. Please complete the Enrolment Application Pack (over page). We will try our best to accommodate your preferences and will inform you as soon as possible of your commencement date.
2. Please provide your child’s Immunisation statement, which is available on the MyGov.com website at <https://my.gov.au/LoginServices/main/login?execution=e2s1>. A copy of your child’s Birth Certificate is also necessary to obtain the Government child care subsidy.
3. Provide this form to the Centre Manager with $150 (non-refundable enrolment fee) which provides your Sheet Set, *Bonkers the Monkey* Calico Bag, Bonkers Beat T-shirt, Bonkers Beat Long Sleeve Top and Bonkers Beat Hat.
4. The enrolment fee must be paid before your child starts care. This initial payment is to be made by debit or credit card.
5. All fees are required to be paid by Direct Debit, through the Debitsuccess billing solution provider which directly debits your account (from your nominated bank account or credit card).
6. Each year your family will receive complimentary Bonkers Beat CD’s, Books and other supporting materials which are part of our curriculum. We trust that your child will be enhanced with a range of educational programs at Bonkers Beat® Music Kinder & Childcare

.

1. **Child Care Subsidy (CCS)** is the payment to childcare services to reduce the cost of fees to families. CCS is completed by families via the MYGov website:<https://my.gov.au/LoginServices/main/login?execution=e2s1>

The CCS is assessed based on the following combination:

1) Combined family income 2) Activity level of parents 3) Type of childcare service 4) Number of children in   
 Approved childcare.

**Agreement Forms**

**Child’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete the following Bonkers Beat Agreement Forms and the Direct Debit Request - Authorisation Form.

**Please return all forms by the Due date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. Fee Payment Agreement Form**

1. **Bonkers Beat Music Kinder & Child Care Aspendale Program**

(Please tick appropriate group)

* 2yrs - 3.5 yrs Juniors, Monkeys Room
* 3yrs - 5yrs Funded Kinder Group, Toucans Room
* 4 yrs - 5 yrs Funded Pre-school, Tigers Room

1. **Payment of fees**

Invoices, receipts and collection of fees will be in accordance with Bonkers Beat Music Kinder & Childcare Aspendale Fee Policy.

**Fee Payment contract** (Please tick as appropriate)

The Fee Policy can be found on the Bonkers Beat Music Kinder website. The password will be provided on enrolments.

* I/we agree to pay fees by Direct Debit.
* I/we understand that fees are non-refundable.
* I/we understand that fees are payable when children are absent due to illness / holidays / staff curriculum days (2 per annum) and public holidays. Two Curriculum Days for staff throughout the year, are charged at 50% of daily fee. Curriculum Days will be held in **Term 1** (the first day of Term 1) **and Term 4** (the last day of Term 4)**.** All parents will be advised of the exact dates well in advance.
* I/we understand that all fees are to be paid by Direct Debit, through the Debitsuccess billing solution provider; which directly debits your fees from your nominated bank account or credit card weekly on a Friday.
* I/we acknowledge that if fees fall into arrears the Centre Manager will implement the ‘Bonkers Beat Fee Policy – Late Payment of fees’ procedures, which could result in the cancellation of my child’s place at the centre. The centre will accept a payment plan at the discretion of the Centre Manager.
* I/we agree that if our financial circumstances change and I/we am/are unable to pay as agreed, we will immediately notify the Centre Manager. In case of financial hardship please contact Centrelink.
* I/we acknowledge that I/we have received and read the Centre’s Fee Policy, which sets out the procedure for fee payment.

Name of Parent’s/Guardian’s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Permission Form**

**Ambulance**

**I AGREE** (please circle) for an ambulance to be called for the above-mentioned child in the case of an emergency. I acknowledge that I am liable for any costs incurred.

**Sunscreen**

**I AGREE** (please circle) to the Bonkers Beat® Centre SunSmart Policy requirements as per the current SunSmart membership. Refer to the enclosed Sun Protection agreement and permission form.

**First Aid**

**I AGREE** (please circle) that staff can administer reasonable First Aid to my child, both within the Centre and when on excursions. All Bonkers Beat Educators are currently certified in HLTAID004 Emergency First Aid Management in an Education and Care Service. I acknowledge that staff will try to contact me as soon as possible.

**Panadol**

**I AGREE** (please circle) that my child can be given paracetamol (such as Panadol) at the recommended dosage should his/her temperature exceed 38 degrees Celsius. The Centre staff will always attempt to contact the parent/guardian before administering medication, but I grant permission to administer medication should I not be contactable. A Parent/guardian must sign the Illness form when collecting the child.

**Rest / Sleep Time**

**I AGREE** (please circle) that rest time is essential for the wellbeing of each child. I acknowledge that my child will be allowed to rest and/or sleep for 30 minutes (minimum) per day if required.

**Visitors to the centre**

**I AGREE** (please circle) for my child to participate in the Bonkers Beat curriculum while visitors attend the centre. Visitors may include prospective parents, students, educational professionals.

**Incursions / Local Excursions to Park (Glen Street Reserve), Aspendale Primary, St. Louis Primary, Surrounding (nearest) local streets**

**I AGREE** (please circle) for my child to participate in incursions and excursions whilst attending Bonkers Beat® Music Kinder & Childcare. All such experiences will be relevant to the child’s learning and educational program. We will always maintain correct staff ratios for excursions. Refer to the Local Excursion Risk Assessments, located in the office.

**Photographs, Videos and Voice Recordings**

**I AGREE** (please circle) for photographs, videos and voice recordings to be taken of my child whilst attending Bonkers Beat Music Kinder. Photographs and video recordings may be taken for individual portfolios for each child, assessment of learning and development, group experiences, occasional promotions and may appear on the Bonkers Beat web page, Facebook or general publications (i.e. local press or industry magazines).

**Head Lice**

**I AGREE** (please circle) I give permission for a designated person (Diploma Qualified Staff or Manager) to check my child’s hair for head lice and eggs. I understand any such check will be conducted sensitively. I understand that I will need to collect my child promptly if head lice are evident as a result of this check. I will need to treat any lice or eggs before the child is allowed to return to the Centre.

**Fully Toilet Trained**

**I AGREE** (please circle) my child must be fully toilet trained before transitioning into the 3 year old Toucan’s Room, and 4 year old Tiger’s Room.

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**3. Sun Protection**

I understand Bonkers Beat Music Kinder and Childcare is a registered SunSmart Early Childhood Program member and follows SunSmart and Cancer Council Victoria recommendations to use a combination of sun protection measures (clothing, sunscreen, a hat, shade, and if practical, sunglasses) during the daily local sun protection times (whenever UV levels reach 3 or higher), typically from mid-August to the end of April in Victoria.

I agree to help support this membership and help minimise my child’s potential risk of skin and eye damage and skin cancer by doing the following:

(Please tick all that apply)

* Dress my child in cool clothing that covers as much skin as possible e.g. tops that cover the shoulders, arms and chest, has higher necklines or collars, and long shorts and skirts. I understand that singlet tops or shoestring dresses do not provide adequate sun protection and are best layered with a shirt or t-shirt.
* Remind my child to bring and wear a sun-protective hat that shades the face, neck and ears (e.g. wide-brimmed, bucket or legionnaire hat). I understand that baseball / peak style caps do not provide adequate sun protection and are not appropriate for outdoor play.
* Provide my child with appropriate close-fitting wrap-around sunglasses labelled AS: 1067 to help protect their eyes. (inclusion optional)
* Give permission for educators/staff to apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen supplied by the service to all exposed parts of my child’s skin including their face, neck, ears, arms and legs.

***OR***

* To give permission for educators/staff to apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen (that I have supplied and labelled with my child/children’s name) to all exposed parts of my child’s skin including their face, neck, ears, arms and legs. I agree that this sunscreen will be kept at the service and it is my responsibility to make sure there is always an adequate supply available.
* To apply sunscreen before arriving to Bonkers Beat and to give permission for educators/staff to assist my child to develop independent, self-help skills by applying SPF30 (or higher) broad-spectrum, water-resistant sunscreen to all exposed parts of their own skin including their face, neck, ears, arms and legs. (Recommended from ages three and above)

**4. Clothing**

* **NO superhero or characters clothing are to be worn, including but not limited to Spider Man, Superman, Hulk, Batman, and other heroes.** Studies have shown that super heroes can promote violence in young children.

**We also ask that NO clothes with princesses, Anna, Elsa for example,** are to be worn either. Bonkers Beat wants to promote a sense of equality and belonging. No jumpers or jackets with hoodies can be worn or brought in. ALL clothing and personal items are to be labelled.

Child(ren)’s name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please print)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Parent/Guardian Date

| **5. Parents Information and Acknowledgment Form** |
| --- |

* I have received a ‘Welcome Email’ with access to the Bonkers Beat Music Kinder website, the door code, my child’s orientation and commencement dates and joined the closed Facebook group.
* I have read the Bonkers Beat® Parent Information Book online including the Fee Policy, Enrolment Policy and **AGREE** to adhere to the requirements and processes outlined within.
* I understand that the Bonkers Beat® Parent Information Book and internal policies are active documents to be updated as required. If any policies are altered, 28 days notice will be given to enrolled families.

**Enrolment Application Pack Checklist:**

To finalise my child’s enrolment I have completed the following:

* The Bonkers Beat Enrolment Application Pack
* The Debitsuccess Direct Debit Request - Authorisation Form
* Paid the Enrolment Fee
* Provided a copy of my child's Immunisation Statement for CCS
* Provided a copy of my child's Birth Certificate for CCS
* If applicable, provided Court Order documents

This acknowledgment form MUST be signed by both parents / guardians please.

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

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

*Welcome to our Bonkers Beat Family and thank you.*

Kind Regards,

Carol Condon

Centre Manager

**What You Need to Bring:**

(All items MUST be clearly labelled)



**A ‘Sun Safe’ Bonkers Beat Hat**



**Bonkers Beat T-shirts**



**Comfortable Pants**

**or Leggings**



**Suitable Footwear**

**‘Ipno’ Sheets Set &** 

**Bonkers Calico Bag**

A calico Bonkers Beat bag and a sheet set

will be provided upon enrolment.



**A small backpack with**

**spare clothes**

**A water bottle**

Only for children in Funded Pre-school (Tigers)

when they attend Friday's Adventure Day.

**Nappies**

Nappies are provided by parents.

In case of emergency, Bonkers Beat will provide nappies   
and a fee of $2 per day will be added to the child’s next statement.