

Montessori Works Waitlist Application Form

Montessori Works are long day care services and therefore families may receive a percentage of fee relief from [The Family Assistance Office](#).

Please contact the Family Assistance Office on **13 61 50** to obtain CRNs for your child and yourself to link them to the centre.

We are open 49 weeks per year. We close over Christmas and New Year
We encourage families to use our service 5 days per week.

There are places for 2 or 3 days per week and it is necessary to state your choice while on the waiting list. Included in the fees is Montessori parent education. It is expected that you participate.

Fees at Maroubra Beach & Maroubra Junction \$80/day.

Fees at Randwick \$85/day.

Fees at Matraville are (0-2) \$100/day, (2-3) \$90/day, (3-6) \$80/day.

Payment of fees are due irrespective of public holidays or your own personal holidays.

There is a \$50 non-refundable registration fee to be placed on the waiting list.
A BOND of \$500 is required on acceptance and secures your place. It is only refunded after commencing & **with 4 weeks written notification, before 01 October**
NOTE: after this date fees are to be paid to the end of year. (If your child ceases to attend during the 4 weeks CCB will not apply and therefore full fees will be charged
This ensures continuity for children and staff)
An Annual Family levee of \$125 is due each year for extra incursions and additional craft.

Priority of access guidelines applies when there is a waiting list or when a number of parents apply for a limited number of vacant places.

PRIORITY 1 - a child at risk of serious abuse or neglect

PRIORITY 2 - a child of a parent (or both parents if you have a partner) who work, are training or study.

PRIORITY 3 - any other child.

ALL other information can be found in our Handbook and Policies found on our website. Telephone to arrange a time to come in for an **OBSERVATION OF THE CLASSROOM IN ACTION**. This should be a time without your child so that you will be free to observe all we have to offer. It is highly recommended that you follow the enrolment procedures outlined below.

1. Fill in the application form and send it with your waiting list deposit.
2. After being advised of a potential placement You and Your child will need to be interviewed by the Directress.
3. We then confirm that you have a placement and advise you to pay the bond.
4. You are then welcome to come with your child for orientation. The Directress will advise you of suitable times to visit.
5. Any concerns/questions regarding your visit/interview at our centre can be discussed with staff on hand or an appointment may be made with the Directress.
6. We wish your family the best of learning in our Montessori environment. We are at your service.

SEND \$50 WAITING LIST FEE WITH THE FORM BELOW TO:
469 MALABAR ROAD, MAROUBRA NSW 2035.

BANKING DETAILS: BSB: 032 078 Acc: 474 341

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Campus Preference: **M. Beach** **M. Junction** **Randwick** **Matrville**

Child First Name:

Child Surname:Child. D.O.B:...../...../.....

Preferred start date:/...../..... Days Requested:5.....3.....2.....

Priority of access:.....1.....2.....3.....
 (as stated above)

Does Child currently have a sibling attending the centre? Yes / No

Parent First Name:.....Parent Surname.....

Address:.....

Contact Email:.....

Home phone:.....

Mobile:.....

Sign:.....Date:.....