



CATHOLIC EDUCATION
Archdiocese of Canberra & Goulburn

Parent Commitment Agreement for Early Learning Centres

Parent Commitment Agreement

Catholic Archdiocese of Canberra and Goulburn Education Limited ABN 60 675 797 734 (the Company) is the proprietor responsible for the operation of 56 schools, 9 early learning centres, 3 school aged care services and the Catholic Education Office (collectively CECG).

In completing this ELC Parent Commitment Agreement (the PCA), you are providing your parental commitment to CECG and the Company, as it relates to an offer of enrolment for:

[insert student name, and date of birth]

(referred to below as “Student”)

at [insert name of ELC] (referred to below as “the ELC”) that may be received as part of the Catholic Education Archdiocese of Canberra and Goulburn enrolment process.

The following commitments in this PCA are made by:

- A. [insert name of parent/s or guardian/s making the commitments] of [insert address] and
- B. [insert name of parent/s or guardian/s making the commitments] of [insert address]

The details of this offer are as follows:

Admission Details - Daily

Preschool Plus (8:00am to 5:30pm)

Preschool (9:00am to 3:00pm)

Admission Details - Weekly

Five days per week (Monday to Friday)

Five days per fortnight (Mondays, Tuesdays and alternate Wednesdays)

Five days per fortnight (alternate Wednesdays, Thursdays and Fridays)

Admission Details - Annually

48 weeks per year

40 weeks per year (school terms only)

This enrolment is in place for the entire school year and only varied with the approval of the ELC Director as a result of a significant change to your family situation. 28 days’ notice is required for any enrolment variation.

Your child has been accepted into

[ELC Name]

commencing in

[Year]

Please note that acceptance into an CECG ELC is not a guarantee of an enrolment at the CECG primary school where the ELC is located. Primary school enrolment is assessed under the Company Enrolment Policy of Catholic Archdiocese of Canberra and Goulburn Education Ltd.

It is the expectation that parents will:

- conduct themselves in a manner that is consistent with their obligations as a parent in the ELC,
- trust in the experience, expertise and professional judgement of teachers at the ELC, and will actively support them in the provision of the child's education and
- will raise concerns or issues they have about any matter involving the ELC in a respectful and considerate manner with staff and in accordance with any process that may exist at the ELC.

Please also note that if you are receiving Child Care Subsidy and your child doesn't attend their first booked day the government may not pay CCS until your child attends the ELC. This may result in full fees until your child's first day of attendance. I am happy to discuss this further with individual families

Bank details

You are required to make a deposit of \$100 to secure your offer to the ELC as indicated below. Please use your child's surname as the reference number.

Once you have made the deposit, please indicate the receipt number prior to accepting the Offer and Parent Commitment Agreement.

[ELC NAME] Bank Details:

[ACCOUNT NAME]:

[BSB]:

[ACCOUNT NUMBER]:

I have deposited \$100 into the bank account listed above.

Receipt No:

General acknowledgement

I acknowledge that I have read and understood my commitments and I/we have paid the \$100 deposit, and that by signing this ELC PCA that I agree to be bound by these obligations:

Signed:

Relationship to Student:

Date:

Signed:

Relationship to Student:

Date:



CATHOLIC EDUCATION
Archdiocese of Canberra & Goulburn

cg.catholic.edu.au

