



Early Childhood Education Foundation Application Form

Application to be submitted by the early childhood service provider

The information in this form will be treated confidentially.

1. Early childhood service details (please print)

Name of service: _____

Postal address: _____

Suburb: _____ Postcode: _____

Phone: _____

1.1. Contact details of the service provider representative

Name (please print): _____

Position: _____

Contact phone: _____

Address (if different from above): _____

Signature: _____

1.2. Fees

Term fees (including any levies): \$ _____ Please indicate: Term 1 Term 2 Term 3 Term 4

Hours of program: _____ Amount family invoiced for term fees: \$ _____

If successful, who should the cheque be made payable to? _____

1.3. Declaration by service provider representative

I, _____ certify that all details supplied in support of this application are true and correct. I agree to supply the required information for ongoing funding each term and understand funding may be withheld if we do not provide the information or comply with the conditions outlined in the information sheet.

Position: _____

Signature: _____ Date: _____



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2. Details of child (please print)

Family name: _____

Given names: _____ Date of birth: _____

3. Parent/guardian details (please print)

It is a requirement that the parent/guardian consent is obtained for an application to be made.

Name of parent/guardian: _____

Postal address: _____

Suburb: _____ Postcode: _____

Signature: _____

Faxes/emails will not be accepted, the original signature is required.

4. Eligibility criteria (This information must be completed by the service provider representative not the family)

Criteria – Please note that all criteria must be met to obtain funding.

Criteria 1 – Is the place available in a funded kindergarten program (the program)? Yes No

Criteria 2 – A written commitment from the family demonstrating the arrangements in place for the child to regularly attend the program, is attached with this application form. Yes No

Criteria 3 – Please describe the financial and practical support your service will make available to the family to ensure the child attends the program.



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Criteria 4 – Please describe and/or attach evidence that demonstrates the family is experiencing extreme financial hardship.

Criteria 5 – Please describe and/or attach evidence that demonstrates the physical, emotional, cognitive and social risks for the child if he/she does not attend the program.

Any other comments/feedback to support the application.

Please ensure that all relevant supporting documentation has been attached to the application prior to submission.



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Application checklist

Please use this checklist to ensure that the application is entirely complete, and all required documents are attached.

Early Learning Association Australia may ask you to provide more information or seek clarification if necessary, to determine whether your application meets the selection criteria.

Application checklist

Before starting the application

Have you read the ECEF information sheet and understood the eligibility requirements?

Have you explored other options for funding to ensure the child can attend the program?

After completing the application

Does the application address all the selection criteria?

Is the application signed by the representative of the service provider?

Has the parent/guardian of the child signed the application?

Has the parent/guardian/family member provided a written commitment demonstrating arrangements in place for the child to regularly attend the program?

Has the service provided information about the financial and practical support it will make available to the family to ensure the child attends the program?

Documentation

Evidence demonstrating risks for the child if he/she does not attend the program

Any other documentary evidence to support the application (please specify)

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ELAA respects and values the privacy of all personal and health information provided to us. We will take all reasonable steps to ensure that the personal information we collect, use or disclose is accurate, complete, up-to-date and stored in a secure environment protected from unauthorised access, modification or disclosure. Our Privacy Policy is based on the 10 Privacy Principles outlined in Schedule 1 of the Privacy and Data Protection Act 2014, and the Health Privacy Principles outlines in Schedule 1 of the Health Records Act 2001.