

## Coordination Unit

2 Wilga Close  
Albion Park Rail NSW 2527  
P.O.Box 346 Albion Park NSW 2527

Office Hours

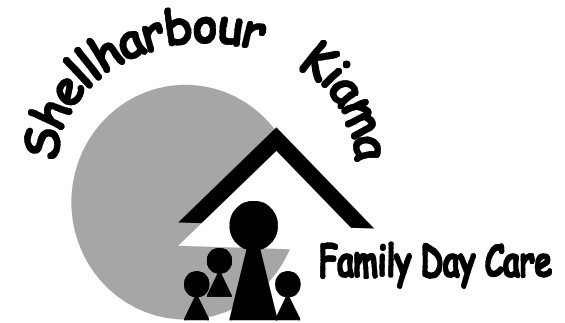
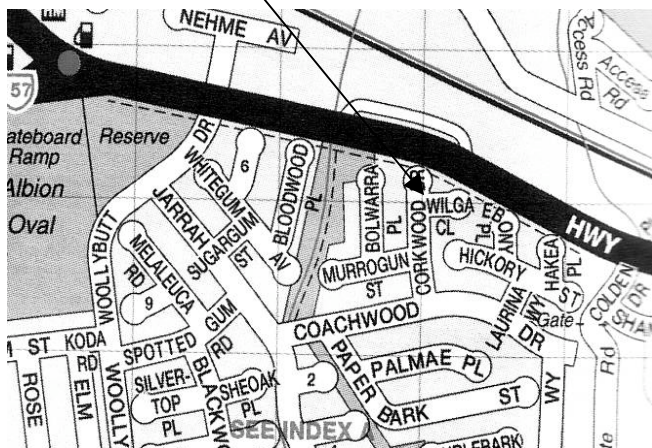
9am—3pm

Ph: 4256 2078

Fax: 4257 0367

Email: [skfdc@bigpond.com](mailto:skfdc@bigpond.com)

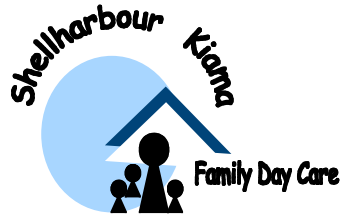
We are here



SKFDC Inc is funded by the Australian Government  
under the Child Care Support Program

## Parent Enrolment Information





SKFDC Inc is funded by the Australian Government  
or the Child Care Support Program



## *The Enrolment Process*

After your interview with the Carer you will need contact the Coordination Unit to arrange a suitable time to visit to fill out the relevant forms. Please allow 20 minutes to fill the forms out.

At enrolment, please provide the following-

- Your child/ren's immunisation details 'blue book'
- Enrolment fee of \$20
- Birth Certificate
- Name and phone numbers of at least two emergency contact persons,
- Address and phone number of the family doctor
- Medicare card
- Any court orders relating to your child
- Your signed placement agreement with the Carer
- Your child's CRN number
- Your CCB percentage



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## *Getting a CRN and CCB percentage*

Contact the Family Assistance Office (FAO) on 136 150 and quote the Scheme's CRN: 555 000 817C, this links your child/ren with the Scheme.

FAO also allocates Child Care Benefit (CCB) percentages based upon your families income.

If do not wish to use CCB, you will still require a CRN if you wish to claim out of pocket childcare expenses for fees.

If you have any questions please contact the Coordination Unit on 4256 2078.

