

## CONFIRMATION OF OFFER

PLEASE COMPLETE THIS FORM FOR BOTH **ACCEPTANCE OR NON-ACCEPTANCE**

and return (via email, if possible) as soon as possible

### STEP 1

Please select **one** option:

1. I would like to **accept** the offer of a place in the **3 year old / 4 year old** group.
2. I would like to **defer** the offer of a place in the **4 year old** group.
3. I **do not wish to accept** the offer of a place in the **3 year old / 4 year old** group.

If declining, please state reason then go to STEP 6: \_\_\_\_\_

### STEP 2

Please indicate your group preference by circling the group in the table below:

*(NB We will make every effort to place your child in your preferred group, but cannot make any guarantees.)*

#### 3 Year Old Program

Possums	Kookaburras	No preference
Monday 1.30pm - 4.00pm Wednesday 8.30am – 11.30am	Wednesday 1.00pm – 4.00pm Friday 8.30am - 11.00am	

#### 4 Year Old Program

Emus	Kangaroos	No Preference
Monday 8.30am - 1.00pm Tuesday 9.30am - 12.30pm (Outdoor Kinder - offsite) Thursday 8.30am - 4.00pm	Tuesday 8.30am - 4.00pm Thursday 9.30am - 12.30pm (Outdoor Kinder - offsite) Friday 11.30am - 4.00 pm	

**STEP 3**

**Please complete the following details**

CHILD'S NAME \_\_\_\_\_

PARENT/GUARDIAN NAME/S

1. \_\_\_\_\_

2. \_\_\_\_\_

EMAIL

PHONE NUMBERS

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

SIGNATURE/S \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/2017

N.B. Only one signature required

**STEP 4**

**Please pay your non-refundable acceptance deposit of \$100 to secure your child's place:** (Eligible Concession Card holders exempt)

Direct Deposit	Cheque
BSB 063136 Account Number 10039639	Payable to 'Helen Paul Kindergarten'

Clearly record your child's first initial and surname as the reference so we can match your payment to your offer.

**STEP 5**

**Include evidence of the deposit payment with your completed form:**

*e.g. copy of internet transfer or bank receipt*

**STEP 6**

**Return this form (with proof of deposit) to Helen Paul Kinder as soon as possible**

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**Postal Address**

33 Kingston Street  
 Hampton  
 VIC 3188

**Email (Preferred)**

3 Year Old Program

Emily Compson - Enrolment Officer  
[hpk3enrolments@gmail.com](mailto:hpk3enrolments@gmail.com)

4 Year Old Program

Donna-Jane Acornley - Enrolment Officer  
[hpk4enrolments@gmail.com](mailto:hpk4enrolments@gmail.com)

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**Finalisation of Enrolment**

In late September, once your child's place has been processed, you will receive further details from the Kindergarten to finalise the enrolment.

***If you have any questions please refer to our website or contact our Enrolment Officers (details below).***

3 Year Old Program	4 Year Old Program
Emily Compson <a href="mailto:hpk3enrolments@gmail.com">hpk3enrolments@gmail.com</a>	Donna-Jane Acornley <a href="mailto:hpk4enrolments@gmail.com">hpk4enrolments@gmail.com</a>