

ORIENTATION PROCESS

Welcome to TLC Early Learning Centre. Please take the time to complete all relevant sections of this enrolment package.

Please see the Director if you have difficulty completing these forms.

During the orientation process you and your child will be shown around the centre and through each of the rooms and meet the staff.

You will be informed about programs offered, sign-in/out folders for each room and other forms of communication.

We encourage you to come in and visit our centre and experience the exciting play based activities on offer. Please feel free to look around our centre and share information about your child and your family. This helps families to feel more at ease with the centre and gives your child an opportunity to play and become familiar with their new learning environment.

As all children are unique, so too are their settling in patterns. Should you wish at any time to discuss your child's progress or how they are settling, in, we are only too happy to provide you with feedback along with further strategies for you and your child at separation time. We are here for you and your family and we look forward to working with you in the best interests of your child.

This enrolment pack contains the following forms:

- Enrolment form
- Emergency Contacts
- Safety Letter
- Family Form
- Asthma Details & Action Plan
- Additional Needs Form
- Allergy Details & Action Plan
- Privacy Consent Form
- Parent Statement