**Brunswick East Primary School Outside School Hours Care Service**

**Re-Enrolment Process Timetable 2017**

**September 2017**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Sat** | **Sun** |
|  |  |  |  |  |  |  |
|  |  |  |  | ***1*** | ***2*** | ***3*** |
| ***4*** | ***5*** | ***6*** | ***7*** | ***8*** | ***9*** | ***10*** |
| ***11*** | ***12*** | ***13*** | ***14*** | ***15*** | ***16*** | ***17*** |
| ***18***  **Round One Offers**:  2018 Letter of Offer& Enrolment forms emailed to existing permanent user families re: care requirements for 2017 (must be returned to accept offer) | ***19*** | ***20*** | ***21*** | ***22***  ***END OF TERM 3*** | ***23*** | ***24*** |

**October 2017**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Sat** | **Sun** |
| ***25*** | ***26*** | ***27*** | ***28*** | ***29*** | ***30*** | ***1*** |
| ***2*** | ***3*** | ***4*** | ***5*** | ***6*** | ***7*** | ***8*** |
| ***9 TERM 4 STARTS*** | ***10*** | ***11*** | ***12*** | ***13*** | ***14*** | ***15*** |
| ***16***  **Round One Offers*:***  2018 Letter of Offer/Acceptance, Enrolment forms and $100.00 deposit due by 5.00pm COB. | ***17*** | ***18*** | ***19*** | ***20*** | ***21*** | ***22*** |
| ***23***  **Round One Offers** confirmed by OSHC email\* | ***24*** | ***25*** | ***26*** | ***27*** | ***28*** | ***29*** |

**November 2017**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Sat** | **Sun** |
| ***30*** | ***31*** | ***1*** | ***2*** | ***3*** | ***4*** | ***5*** |
| ***6*** | ***7*** | ***8*** | ***9*** | ***10*** | ***11*** | ***12*** |
| ***13***  **Round Two Offers**: 2018 Booking Request available to families; new incoming preps and other families emailed out on request | ***14*** | ***15*** | ***16*** | ***17*** | ***18*** | ***19*** |
| ***20***  **Round Two Offers**: 2018 Booking request forms due back by 5.00pm. | ***21*** | ***22*** | ***23*** | ***24*** | ***25*** | ***26*** |

**December 2017**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Sat** | **Sun** |
| ***27***  **Round Two Offers**: 2018 Letters of Offer/Acceptance& Enrolment forms emailed to families | ***28*** | ***29*** | ***30*** | ***1*** | ***2*** | ***3*** |
| ***4***  **Round Two Offers**: 2018 Letters of Offer/Acceptance, Enrolment forms and $100 deposit due by no later than 5.00pm. \* | ***5*** | ***6*** | ***7*** | ***8*** | ***9*** | ***10*** |
| ***11***  **Round Two Offers**: 2018 Round Offers Offers confirmed by email | ***12*** | ***13*** | ***14*** | ***15*** | ***16*** | ***17*** |
| ***18*** | ***19*** | ***20*** | ***21*** | ***22***  ***END OF TERM 4*** | ***23*** | ***24*** |

**\*IMPORTANT NOTE:**

If an offer for 2018 is accepted and then subsequently cancelled after the 11th December 2017 - this deposit will be forfeited. The OSHC Committee will make no exceptions to this policy. To cancel your place and have your deposit returned speak with Ranita OSHC Coordinator, before the 11th December 2017.