

**EHW Child Care Society**

Glenrose Rehabilitation Hospital, Room #136  
 10230-111 Ave, Edmonton, Ab. T5G 0B7  
 Phone: (780) 735-7978 Fax: (780) 735-8248  
 Email: info@ehwccs.com - www.ehwccs.com



Early Learning and  
 Child Care Centre

## Waitlist Form

By submitting this form, you agree to allow us to collect and use the personal information provided for the purposes of determining your child's eligibility for upcoming spaces, and of contacting you regarding the same.

<b>Application Date:</b>	<b>Child's Name (if known):</b>	<b>DOB (or due date):</b>	<b>Desired Start Date:</b>
<b>Expected/desired childcare needs (e.g. part time/full time; daytime/evenings/weekends):</b>			
<b>Expected/desired drop-off and pickup times:</b>			
<i>*Part-time and/or extended hours care availability may be contingent upon continued ELCC funding from the Province of Alberta.</i>			
<b>Parent/Guardian Name(s):</b>	<b>Phone # (daytime)</b>	<b>Phone # (evening)</b>	<b>Cell #</b>
	<b>e-mail address:</b>		
<b>Address:</b>	<b>City:</b>	<b>Postal Code:</b>	<b>Intake Person:</b>

Priority: Current Family Returning Family Glenrose RAH/Norwood AHS Community

**Sibling(s) requiring care\* (names and birthdates):** \_\_\_\_\_

*\* Please note that it is more difficult to place sibling groups; if a space opens up for one child, we cannot guarantee placement for additional children.*

**Additional Information (including any special needs or referrals in progress):** \_\_\_\_\_

**Please note that our waitlist is extensive, and this waitlist application does in no way guarantee enrollment; please place your child on other programs' waitlists as well.**

**A \$50 non-refundable intake fee will be charged when a space is offered and accepted. A deposit of \$525, payable immediately upon acceptance of a space, will be credited against the first month's fees, and is refundable with a minimum of 30 days' notice of withdrawal.**

Some families may be offered the opportunity to reserve a space that opens prior to their eligible child's start date by paying the full monthly fee for each month the space remains vacant. Declining such an offer will not alter your waitlist position, but we cannot guarantee another space will become available for your child at a later date.

**Please contact us by email (info@ehwccs.com):**

- If you have secured other childcare arrangements and wish to be removed from our waitlist
- To provide us with your child's name and date of birth, and to confirm your desired start date (if child is unborn at the time of initial application)
- If your child has any special needs that were not yet identified at time of initial application
- If you have any questions you would like us to answer!

*Administrative use only:* Added to Spreadsheet  TimeSavr  Confirmation email sent

Space Offered: \_\_\_\_\_ Accepted Y / N

*Form modified 2018-09-16*