



RELIEF EDUCATOR APPLICATION FORM for FAMILY DAY CARE

(Caring for children from registered home of a FDC Educator or approved venue as an Independent Contractor)

Section 1 – Your Details

Surname			
First name			
Former name (if applicable)			
Date of birth		<input type="checkbox"/> Female	<input type="checkbox"/> Male
Residential Address			
		Postcode:	
Postal Address			
Phone number		Mobile:	
Email address			
Town & country of birth			
Aboriginal/ Torres Strait Islander?		CRN:	
Ethnicity?		Immunised? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 – Next of Kin Details

Surname			
First name			
Work/ Study place & location			
Occupation:		Work phone:	
Home phone number:		Mobile:	

Section 3 – Details Of Children Living At Home

Full name	Sex	DOB	Hours home	School attending	Immunised?

Please note: Educators' children cannot use a session of FDC whilst the Educator is working in FDC. Relief Educators may care for their own children in the home of another FDC Educator if no fee is charged.

Section 4 – Employment History (leave blank if Resume provided)

Position	Employer	Dates employed
How many years experience do you have in the childcare sector?		

Section 5 – Qualifications (leave blank if Resume provided)

Please list your qualifications relevant to childcare/ education. (N.B. A completed Certificate III in Children's Services or enrolment in this course and actively working towards completion is an essential requirement.)

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Please list any other training courses/qualifications that you are currently undertaking.

Do you hold any of the following certificates?	Please Tick	Expiry Date:
HLTAID004 – Provide an emergency first aid response in an education and care setting	<input type="checkbox"/> Yes <input type="checkbox"/> No	
CHCCHILD401B – Identify and respond to children and young people at risk	<input type="checkbox"/> Yes <input type="checkbox"/> No	
HLTAID001 Cardiopulmonary Resuscitation (CPR)	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 6 – Your Health Details

Do you have, or have you ever suffered from any of the following conditions which are likely to impact on your ability to care for children?

	Please Tick	Details:
Diabetes:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Heart disease:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Migraines:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Epilepsy:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Back Pain:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Depression or anxiety:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Severe asthma:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Severe allergies/anaphylaxis:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
High/low Blood Pressure:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you take any regular Medications?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Do you know of any other medical condition that may affect how you care for children? Yes No
Details:

Section 7 – Other Information

Are you currently providing any other childcare? (Fostering, respite, relatives, baby sitting) Yes No
Details:

Are you involved in your local community? Yes No
Details:

Have you ever been charged with theft or fraud, or been declared bankrupt? Yes No
Details:

Are you a smoker? Yes No

How did you find out about Family Day Care?

- | | | |
|--|--|----------------------------------|
| <input type="checkbox"/> Have children in care | <input type="checkbox"/> Letterbox flier | <input type="checkbox"/> Website |
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Friend is an Educator | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Banner | <input type="checkbox"/> Other | <input type="checkbox"/> TV |

Section 8 - Questions

Please explain why you wish to become an Educator.

What personal qualities & skills do you feel you have that is relevant to Family Day Care?

What experience have you had in caring for other people's children?

How do you communicate with children in a positive way which aids their development?

Please explain what you know about how children learn and develop?

Briefly list the types of activities & experiences you would provide to children in care.

What behaviour guidance strategies would you use in childcare?

Have you ever run a business? How competent do you feel you are with bookwork/ computer skills?

Section 9 - Availability

What days of the week and hours each day would you prefer to work in Family Day Care?

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Start							
Finish							

Please indicate the ages of children you are willing to provide care for. N.B. The majority of children requiring care are 2 yrs & under.

0 -12 months 1 - 2 years 2 - 3 years 4 – 5years 6 – 13 years

Section 10 - Referee Details

Please list the details of three referees who can be contacted to provide either employment or character references. (Not a relative)

Name	Phone	Occupation	Relationship to you
1.			
2.			
3.			

Section 12 - Declaration

I (name) _____ declare that the above information is correct.

Signature _____ Date _____

Please attach a copy of your resume and any current certificates (e.g. First Aid, CPR). The information you have submitted on this application is strictly confidential. Only staff involved in the recruitment process has access to this form. Unsuccessful applications will be destroyed.

Office Use Only

Date Received: _____ By: _____ Date Contacted: _____

By: _____ Comments: _____