



CHANGES TO AN EXISTING Child Care Centre OR Out of School Hours Care Organisational Unit

Return to: Data Management & Information Systems State Office 12th Floor, 31 Flinders Street, Box 1152, GPO. ADELAIDE, S.A. 5001.

Phone: 8226 3269

Current Name of Location

Location No.

[Text input box for Current Name of Location]

[Grid input box for Location No.]

Note: For all changes relating to email & website addresses, please contact the Customer Support Centre on either telephone 8204 1866 /Country (toll free): 1300 363 227 or by email ictcsc@sa.gov.au

Proposed Change(s) (only complete details where there has been a change)

Contact Person for Sites Services [Text input box]

Full Location Name (max 50 characters incl spaces): [Text input box]

Abbreviated Name (max 36 characters incl spaces): [Text input box]

Postal Address: [Text input box]

[Text input box] Postcode: [Grid input box]

Location Address: [Text input box]

(actual street location) [Text input box] Postcode: [Grid input box]

Partnership: [Text input box]

Phone: [Text input box] Fax: [Text input box] Mobile: [Text input box]

Subtype (eg community, Private): eg OSHC A1 [Text input box]

Site Spatial Service Type (eg DECS Preschool, Local Government) [Text input box]

Campus or Outreach of: [Text input box]

Total Licence Capacity: [Text input box] Maximum under 2 years: [Text input box] Maximum over 2 years: [Text input box]

Before School: [Text input box] After School: [Text input box] Vac: [Text input box]

Status: [ ] Open [ ] Closed (Please mark appropriate box)

Date at which change(s) to be made effective: [Grid input box]

Reasons for change(s)

[Large text input box for Reasons for change(s)]

Details of person authorising change(s) (e.g. Principal or Manager):

Authorised by: [Text input box] Title/Position [Text input box]

Location: [Text input box] Phone [Text input box]

Signed: \_\_\_\_\_ Date [Grid input box]

Where no street exists, please supply information that will accurately describe the location.