



Gymeabay Care & Leisure Centre

2020 RE-ENROLMENT FOR EXISTING FAMILIES

STEP 1:

Between **Friday 23rd August 2019** until **Friday 6th September 2019**, families will be invited to complete the online update of details via the QK Enrol Family Lounge (*log in using existing email and password – do not create a new account*).

Enrolment support is available, for assistance with the online process please contact the GBOOSH Office via phone or if you wish to meet in person make an appointment via email.

STEP 2:

Following completion of the online update, Booking Forms will be distributed to existing families to indicate preferred days & sessions.

To minimise delay in having your forms receipted we encourage families to email or hand in their Booking Form at the GBOOSH Office during Re-Enrolment week – **Monday 16 September 2019 (7am) until Friday 20 September 2019 (6pm)**.

Any late forms or families with outstanding accounts will be placed on the waiting list. All 2020 bookings will commence Week 1, Term 1 2020 unless requested otherwise by parent!

ACCESS TO The online enrolment **SYSTEM** & **ALL FORMS** can be found on the enrolment & **FORMS** tab of the GBOOSH website:

www.gymeabayoosh.com.au

Please contact the GBOOSH office if you have any questions regarding the re-enrolment process. If you do not re-enrol & return your correctly completed forms your account at the Centre will be closed at the end of Term 4 2019.

Closing Date for return of Re-enrolment & Booking Forms
is: **FRIDAY 20 SEPTEMBER 2019.**

PARENT CHECKLIST TO ATTEND GBOOSH IN 2020 EVERY FAMILY MUST:

STEP 1: ONLINE

ENROLMENT (23/08/19 – 06/09/19)

Login to your QK Enrol Family Lounge Account to complete a 2019 Enrolment Form update for each child (Click **SAVE & SUBMIT**)

STEP 2: BOOKING FORM (16/09/19 – 20/09/19)

Print off & Complete a 2020 Booking Form

STEP 3: COMPLETE A DIRECT DEBIT FORM

STEP 4: RETURN FORMS TO GBOOSH

Return a completed 2020 Booking Form & any medical documents to GBOOSH

Please note any **NEW** siblings must provide a copy of their:

- **Immunisation Statement**
- **Risk Minimisation Plan**
- **Health Care Action Plan signed by your GP**

Booking Forms received after the 20/09/19 closing date will not be recognised with priority as an EXISTING family.