

Welcome to the RBA Corporate Child Care Program!
Please review our Pre-Registration Steps below:

1. All families who would like to apply for a space in our program must complete the enclosed Pre-Registration Form and submit it back to RBA Child Care Office. This will place your child on our Pre-Registration waiting list. **This does not guarantee your child's admission to our program, but ensures they are considered when a space comes available.**
2. Once we receive your Pre-Registration Form, we will send you an email/letter confirmation that your child's name has been placed on our waiting list.
3. If we are able to offer your child a space in our program, we will contact you to arrange for a meeting and tour of the program. We only provide tours to families who have pre-registered.

Date: _____

Child's Name: _____ **Gender:** Male/Female _____

Date of Birth: _____ **Preferred Start Date:** _____

Schedule:

Monday – Friday: Drop off time: _____ **Pick up time:** _____

*Please note hours of operation are from 7:30am to 5:30pm.

Parent/Guardian Name:	Parent/Guardian Name:
Phone Number:	Phone Number:
Email Address:	Email Address:

Do you work in the Glenlyon Business Park? Yes No

If yes, what is the name of your employer in the Glenlyon Business Park: _____