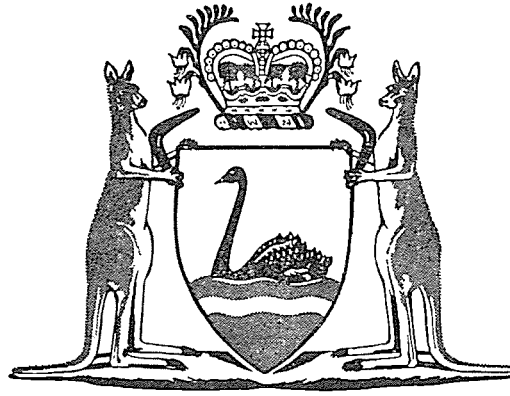


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CHILD WELFARE ACT 1947.

CHILD WELFARE (CARE CENTRES) REGULATIONS 1968.

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Attorney General dated 10 June 1982.

CHILD WELFARE ACT 1947.

CHILD WELFARE (CARE CENTRES) REGULATIONS 1968.

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Reprinted pursuant to the Reprinting of Regulations Act 1954, by authority of the Attorney General dated 10 June 1982.

CHILD WELFARE ACT 1947.

CHILD WELFARE (CARE CENTRES) REGULATIONS 1968.

- Citation. 1. These regulations may be cited as the Child Welfare (Care Centres) Regulations 1968.
- Interpretation. 2. In these regulations, unless a contrary or other intention appears—
 “Act” means the Child Welfare Act 1947, as amended;
 “day care centre” means a child minding centre that is not a family care centre or an occasional care centre;
 “family care centre” means a child minding centre conducted in a private dwelling and in which children are received for care in a family environment;
 “keep” includes use, and inflexions of either verb have a corresponding meaning;
 “occasional care centre” means a child minding centre conducted for the casual care of children, on an hourly basis, during business hours;
 “occupier”, in relation to premises kept or to be kept as a child minding centre, means the person by whom or on whose behalf the premises are actually occupied or, if there is no such actual occupant, the person entitled to possession of the premises;
 “premises”, in relation to a child minding centre, means a building, buildings, or a place;
 “regulation” means one of these regulations.
- Saving. 3. Nothing in these regulations shall be construed as limiting the operation of any by-laws made under the Health Act 1911, or under the Local Government Act 1960, or as affecting any lawful requirement of the Chief Officer of Fire Brigades appointed under the Fire Brigades Act 1942.
- Forms. 4. (1) The several forms appearing in the Schedule to these regulations are respectively prescribed for the purpose in each case appearing on the form.
 (2) Where a form prescribed by these regulations requires completion by the insertion of particulars or other matters referred to in the form, those particulars or other matters are prescribed by these regulations for the purposes of the Act.
 (3) A form prescribed by these regulations and containing directions for its completion shall be completed in accordance with those directions.
 (4) A person who includes in a form, or gives to an officer of the Department for Community Welfare a statement or information that is, to his knowledge, false in any material particular commits an offence.
- Permits in first instance. 5. (1) Every person who, on the coming into operation of these regulations, is keeping, and who proposes to continue keeping, premises as a child minding centre shall forthwith make application in writing to the Director for a licence to continue keeping the premises for that purpose.
 (2) Upon receipt of an application pursuant to this regulation, the Director may issue a permit for such period not exceeding six months, as he thinks fit.
- Licences for existing improvements. Amended by G.G. 10/9/76, p. 3353. 6. Where a person seeks a licence for premises comprising existing improvements, he shall make application therefor by the form provided by these regulations and the application shall be accompanied by—
 (a) a site plan, drawn to a scale of not less than 1:500, showing the location of every building on the land comprising the premises; and
 (b) a plan or plans, drawn to a scale of not less than 1:100, of the building or buildings comprised in the premises, indicating the use to which each room or part of the building or buildings is to be put,
 and where any building is to be constructed, the plan relating to that building shall bear the approval of the local authority for the district and be accompanied by specifications similarly approved.

7. (1) Where a person seeks a licence in respect of unimproved, or insufficiently improved premises, he shall furnish, with his application, a copy of all working drawings and specifications that have been approved by the local authority for the district and the Director may, thereupon, indicate his approval of the establishment of the premises as a child minding centre, in conformity with the plans and specifications or subject to such modification of them as he may require.

Applications in respect of proposed, unimproved premises.

(2) The approval of the establishment of a child minding centre in conformity with plans and specifications, with or without modification, does not operate as a licence and the licence shall not be granted until such time as the improvements have been completed, furnished and the centre has been staffed in conformity with these regulations.

8. Every application for a licence shall be made by the occupier of the premises; and the Director may refuse to consider an application, unless he is satisfied that the applicant is the occupier of the subject premises, is a fit person to hold a licence, and is resident in the State.

Applications to be made by occupiers.

9. (1) Where the Director is satisfied with the matters mentioned in regulation 8, he may issue a licence subject to the centre being conducted in conformity with these regulations.

Issue of licence or permit.

(2) The Director may, instead of issuing a licence in the first instance, from time to time, issue a permit for any period not exceeding six months.

(3) The Director shall not issue a licence in respect of improved premises unless and until he is satisfied that—

- (a) the keeping of the premises as a child minding centre is not contrary to any Town Planning Scheme or Zoning By-laws;
- (b) the premises, generally, conform to the by-laws made under the Health Act 1911, and the improvements conform to the Uniform Building By-laws 1965¹.

10. Subject to the succeeding provisions of these regulations, every premises kept as a day care centre or an occasional care centre shall conform to the requirements of the following items, namely—

Additional specifications for day care centres and occasional care centres. Amended by G.G. 10/9/76, p. 3353.

- (a) Outdoor Space: Except in the case of premises that are kept as an occasional care centre, an outdoor playing area shall be provided, based on a minimum of 9.3 square metres for every child up to the number for which the premises are licensed; and, in computing that area, areas of less than three metres in width or that are remote from supervision shall not be taken into account.
- (b) Fencing: The premises shall be enclosed by such a fence as will constitute a reasonable deterrent to access, by a child, to any adjoining street or road, so that the degree of deterrent corresponds with the danger that the street or road constitutes to a child.
- (c) Accommodation: The premises shall comprise a building that includes—
 - (i) an office space of sufficient area to enable two persons to be seated therein;
 - (ii) playrooms on the basis of one for each integer of 25 children or part thereof accommodated and such that each playroom affords 2.8 square metres of floor area for each child accommodated;
 - (iii) a kitchen of sufficient size to accommodate the prescribed staff and afford reasonable space for the preparation of food;
 - (iv) if laundering of any kind is to be conducted on the premises, a separate laundry area;
 - (v) toilet facilities for children, comprising one water closet and one wash basin for each integer of 10 children or part thereof accommodated; and where more than 15 children are accommodated, comprising one wash basin for each water closet, plus a further one;
 - (vi) toilet facilities for staff;
 - (vii) storage for household cleaning equipment, linen and extra clothing, indoor and outdoor play equipment, and stocks of expendable supplies; and
 - (viii) a room or place in which a sick child may be temporarily isolated.

¹ Now Uniform Building By-laws 1974.

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- (d) Floors: Playroom or play area floors shall—
- (i) be free of crevices and splinters;
 - (ii) where interior and of concrete, be covered; and
 - (iii) where of exposed concrete, be roughened or have a finish that will mitigate against slipping.
- (e) Exits, Stairways and Corridors: The regulations under the Health Act 1911, relating to public buildings apply to exits, stairways and corridors, except that—
- (i) a playroom, dormitory or dining room shall, if capable of accommodating not more than 20 children, have at least one doorway, and, if capable of accommodating more than 20 children, have at least two doorways, of not less than 810 millimetres in width giving direct access to outdoor space or to a thoroughfare or passage by or from which there is direct access to outdoor space;
 - (ii) all doors giving access from areas occupied by children shall, except where opening into areas not so occupied, be fitted with such catches, being not more than 910 millimetres above floor level, as will enable a child to open the door from within, without the use of a key and, where the doors give access to a verandah or play area, they shall be either of a sliding type or be capable of being hooked back against a wall;
 - (iii) where the sill of a doorway is more than 150 millimetres but less than 500 millimetres, above ground level, steps, with treads of not less than 275 millimetres wide, going, and risers of not more than 100 millimetres in height, and extending not less than the width of the doorway, or an incline of the same width and of a grade not exceeding one in ten and so finished as to mitigate against slipping shall be provided;
 - (iv) where the sill of a doorway is more than 500 millimetres above ground level or a ramp is used, the doorway shall open immediately upon a square landing extending not less than the width of the doorway and every such landing and the stairway or ramp leading from it shall be provided with a securely fixed balustrade of at least 860 millimetres in height and so positioned as to ensure safety.
- (f) Windows and Glazing: Buildings comprised by the premises shall be so constructed that—
- (i) windows, when opened, do not create a hazard to children passing them;
 - (ii) sufficient glazed areas are provided to enable reasonable supervision of children; and
 - (iii) any glazed areas less than 860 millimetres above floor area shall be effectually protected by screens or other sufficient material.
- (g) Light and Ventilation: Buildings comprised by premises shall have—
- (i) playrooms effectively lighted by glazed windows in an external wall presenting a total area of clear glass equal to one-eighth of the floor area;
 - (ii) each external window capable of being opened to the extent of not less than half of its glazed area;
 - (iii) every room and passage provided with electric lighting so that the level of illumination conforms to the S.A.A. Code, AS-CA 30-1965; and
 - (iv) each room provided with 0.015 square metre of net clear area of outlet ventilation for each 9.3 square metres or part thereof of floor area.

- (h) Electrical: Buildings comprised by the premises shall have their electrical equipment so arranged that, in addition to complying with the current S.A.A. wiring rules—
 - (i) standard general purpose outlets are so mounted, and exposed flexible cable and appliances so installed, as to be at least 1.2 metres above floor level;
 - (ii) playroom circuits shall be isolated from those of corridors and verandahs and lighting to corridors, verandahs, ramps and stairs shall be wired alternately, on at least two circuits; and
 - (iii) screws securing accessories and coverplates shall be such as cannot be removed without the use of a tool and the covers to wall switches shall not be such as are removable by turning.
- (j) Fire Isolation: Fire protection in buildings comprised by premises shall be such that—
 - (i) where any part of a building is of a separate occupancy to the centre, the two parts shall be separated by a party structure having a fire resistance rating of 4 hours, in the case of a wall, and 3 hours, in the case of a floor or ceiling;
 - (ii) where any part of the centre is above or below ground floor level, not less than two exits, of which one is fire isolated, shall be provided; and
 - (iii) fire fighting equipment is provided, installed and maintained in compliance with the requirements of the Chief Officer of Fire Brigades.
- (k) Alterations: Structural alterations to buildings comprised by the premises shall not be undertaken, until a copy of the plans to the scale provided by regulation 6 and approved by the local authority have been presented to, and approved by, the Director.

11. The accommodation of premises kept as a day care centre or an occasional care centre shall be furnished and fitted in conformity with the following items, namely—

- (a) Office: The office space shall contain a desk, at least 2 chairs and storage provision for records, rolls and correspondence and a telephone shall be installed in, or so as to be within the hearing of persons in, the office space.
- (b) Playrooms and Rest Areas: According to the arrangement of the accommodation a playroom or rest area shall contain—
 - (i) a chair for each child of a suitable design providing back support while the feet rest flatly on the floor;
 - (ii) such number of tables, of a height consistent with the chairs prescribed by paragraph (i) of this item, as will provide 610 millimetres for each child;
 - (iii) for each child attending the centre for more than three hours, a stretcher marked with a nursery symbol corresponding with such as is prescribed by item (e) of this regulation, with sheets and blankets for each of them; and
 - (iv) such open-fronted shelves for the storage of children's equipment as will render the equipment readily visible and accessible to children.
- (c) Kitchen: The kitchen shall contain all usual facilities, including a refrigerator, for the preservation, protection, storage and preparation of food, hot water from a system and such system for the disposal of waste materials as is approved by the local health authority;
- (d) Laundry: The laundry shall be equipped with serviceable troughs or a washing machine in serviceable condition and shall be provided with hot water from a system.
- (e) Toilets: Toilets shall be equipped with—
 - (i) such fixtures and fittings as are of a size and height that makes them readily utilizable by children and, where adult fixtures are installed, a wide, rigid step shall be provided to reduce any discrepancy in height, with junior sized seats available for use with water closets; but urinals shall not be used;

Furniture and fittings in day care centres and occasional care centres. Amended by G.G. 10/9/76, p. 3353.

- (ii) a sufficient supply of paper towelling in a dispenser installed at an accessible height or, in the alternative, a towel for each child to be changed at least twice weekly and hung on a hook installed as prescribed in paragraph (iii) of this item;
- (iii) where face washers are used, there shall be one for each child, to be changed daily and to be hung on a hook that is installed at not more than 910 millimetres above floor level and at 230 millimetres centres from that of the nearest hooks of other children, marked with a nursery symbol and adjoining that mentioned in paragraph (ii) of this item, if such is provided;
- (iv) a double hook for the hat and coat of each child, installed at not more than 1 070 millimetres above floor level and at 300 millimetres centres from the nearest hooks of other children and a nursery symbol corresponding with such as is prescribed by paragraph (iii) of this item; and
- (v) with a mirror and cloak facilities, in the case of those set aside for staff,

but, where individual lockers are provided for children, towels and face washers may be hung on the opposite, inner sides of the lockers and facilities for hanging hats and coats may be provided there, if the lockers are of an open fronted variety.

Additional
or other
requirements
in certain
cases.

Amended by
G.G. 7/6/72,
p. 1720;
G.G. 10/9/76,
p. 3353.

12. Where a day care centre or an occasional care centre accepts children under the age of two years, the requirements of regulations 10 and 11, in respect of those children, are modified to the extent that—

- (a) a separate room shall be made available for sleep, play and other nursery purposes, providing a minimum indoor area of 4.2 square metres of floor space for each child, unencumbered except by a cot.
- (b) a cot and usual bedding shall be provided for each child;
- (c) a washing bench of a practical height, which is not to be used for laundry purposes, shall be provided;
- (d) laundry facilities capable of dealing hygienically with soiled napkins shall be provided;
- (e) junior water closets, or toilet chairs, provided with hand holds for children, shall be installed at a practical height, on the ratio of one for every integer of five children or part thereof;
- (f) junior wash basins shall be installed at a practical height, in the ratio of one for each water closet;
- (g) provision shall be made for sterilising bottles and teats; and
- (h) a refrigerator shall be provided.

Family care
centres.

13. (1) Except as provided by this regulation, the provisions of regulations 10 and 11 do not apply to family care centres.

(2) Before issuing a licence for a family care centre the Director shall be satisfied that the premises—

- (a) are clean;
- (b) are enclosed by a sufficient fence, as provided by item (b) of regulation 10;
- (c) afford sufficient—
 - (i) indoor and outdoor playing space or areas;
 - (ii) areas for rest or sleeping;
 - (iii) toilet facilities;
 - (iv) facilities for the preparation of meals; and
 - (v) equipment,

for the number of children for which the premises are to be licensed.

(3) A family care centre shall either be connected to a telephone or have one accessible in the immediate vicinity.

Equipment,
generally.

14. Child minding centres shall be equipped with play materials and facilities, in accordance with Appendix A to these regulations.

15. (1) A licence shall not be issued to a person who proposes to be the person in charge of the child minding centre, unless that person is of the full age of twenty-one years and is of good mental and physical health. Staffing.

(2) A person other than the licensee in charge of a day care centre or an occasional care centre shall be a female over the age of eighteen years and—

- (a) a qualified kindergarten teacher;
- (b) a registered, trained nurse, experienced in child care; or
- (c) a person who satisfies the Director that she has such other training or experience as is sufficient to enable her to be in charge of a child minding centre,

and in any event, the Director may require the person to undergo a selection procedure that will demonstrate her suitability to be in charge of a child minding centre.

(3) Every group of children comprising—

- (a) 10 children who are 2 years of age or less;
- (b) 15 children who are over 2 years and up to and including 3 years of age; and
- (c) 25 children who are over 3 years of age,

shall be in the immediate care of a person possessing such qualifications as are mentioned in subregulation (2) of this regulation.

(4) In addition to the staff prescribed by the foregoing provisions of this regulation, there shall be such number of assistants as will maintain the total number of staff at the ratio of one for each integer of 5 children or portion thereof under 3 years of age and one for each integer of 10 children or portion thereof over 3 years of age, at all times that the children are in attendance at the centre, and so that, in any event, there are not less than two members of the staff in attendance during those times.

(5) Without limiting the foregoing provisions of this regulation, where specific provision is made for the acceptance of children under the age of 2 years, the staff shall comprise a registered, trained nurse, experienced in child care, continuously in attendance.

(6) Where 25 children between the ages of 2 and 6 years are enrolled at the centre, there shall be at least one member of the staff who is a trained kindergarten teacher or a person who has some other training in the group care of young children and, where 35 children between those ages are enrolled, there shall be at least two members of the staff so trained.

(7) Where the number of children enrolled exceeds 30, the person in charge of the centre shall not be taken into account in computing the number of staff to be employed in conformity with the foregoing provisions of this regulation.

(8) Where meals are provided for more than 20 children, a cook-domestic servant shall be employed, in addition to the staff prescribed by the foregoing provisions of this regulation and, in any event, arrangements shall be made for the daily cleaning of the premises.

(9) In the case of an occasional care centre, the prescribed staff in excess of two may be employed on an hourly basis, as the occasion may require.

(10) Notwithstanding the provisions of subregulations (3), (4) and (5) of this regulation, a family care centre may be conducted by one person; but the number of children (including the pre-school age children of the licensee) shall not exceed 5, where all are over the age of 3 years, or 4, where any of them is under the age of 3 years; and another adult, whether on the premises or not, shall be available to render assistance in an emergency.

(11) A licensee or permit holder shall, forthwith after any change in personnel of the staff, notify the Director of that event.

16. (1) Every child minding centre shall be so conducted that—

- (a) every child receives continuous care and oversight while in the centre;
- (b) the number of children received does not exceed the maximum for which the centre is licensed;
- (c) the staff—

- (i) comprises persons of the prescribed qualifications and of good character who are of such age and health as to be capable of carrying out their duties; and
- (ii) is maintained at a number not less than that specified in the licence;

Conduct of centres, generally. Amended by G.G. 7/6/72, p. 1720.

- (d) sympathetic guidance and control is afforded the children in the centre and an appropriate programme of activities based on the principles set out in Appendix B to these regulations is afforded them;
 - (e) a child receiving corrective treatment—
 - (i) is not subjected to any form of corporal punishment or punishment by solitary confinement or immobilisation;
 - (ii) is not kept apart from his group for any period exceeding 10 minutes; and
 - (iii) is given positive guidance directed towards acceptable behaviour, with praise freely given and blame and admonition kept to a practicable minimum;
 - (f) every person, whether a member of the staff or a child, who appears to be suffering from, or is known to have been exposed to, an infectious disease is excluded from the centre in accordance with the provisions of the Health Act 1911, or of any order or direction given pursuant to that Act;
 - (g) except with the approval of a legally qualified medical practitioner by whom the child is being treated, a child is not permitted to attend the centre, if suffering from—
 - (i) ear, eye or nasal discharge;
 - (ii) rash;
 - (iii) abnormal temperature;
 - (iv) infective sores; or
 - (v) other obvious signs of ill health that, in the opinion of the person in charge of the centre, may be communicable to other children;
 - (h) where a child suffers injury or shows signs of illness, while in the centre, the parent is notified of that event as soon as may be practicable and medical attention, if apparently warranted, is afforded the child;
 - (j) except with the written authority of a parent or guardian having the custody of the child, a child is not taken out of the care or control of the centre by a person other than the person who left the child there;
 - (k) while under the care and control of the centre, a child is not, without the consent of the parent or guardian having the custody of the child, permitted to proceed to or from the centre or to or from any other place outside it; and, then only,—
 - (i) if proceeding on foot, in the care of a member of the staff who has then the care of not more than two other children; or
 - (ii) if proceeding by transport provided or arranged by the centre, in the care of an adult person who is not the driver;
 - (l) every person engaged in the centre presents evidence before appointment, of a satisfactory chest X-ray during the six months immediately preceding appointment and that any such person submits to a medical examination if so required by the Director;
 - (m) sufficient meals of the appropriate diet and timing are provided by the centre and served to the children;
 - (n) cooking and heating appliances are kept out of the reach of children and disinfectants, first aid supplies, cleaning materials, inflammable materials and other materials likely to be dangerous or injurious are stored in a locked cupboard or a container that children are unable to open;
 - (o) a fully equipped first aid cabinet is maintained, in efficient order and in a place that is not accessible to children;
 - (p) maximum cleanliness is maintained in every aspect of the management of the centre;
 - (q) poisonous trees, plants or shrubs are not grown in any part of the centre that is accessible to children; and
 - (r) every reasonable precaution is taken, at all times, to protect the children attending the centre from any hazard likely to cause injury.
- (2) No part of premises licensed as a day care centre or an occasional care centre shall be used for residential purposes or, without the consent of the Director, for any purpose unrelated to the care of children.

17. (1) The person in charge of a child minding centre shall keep— Records.
- (a) an admission register in which there shall be set out with regard to every child received into the centre—
 - (i) the full name and address;
 - (ii) the date of birth and sex;
 - (iii) the parents' place of employment and telephone number or numbers (if any);
 - (iv) full particulars regarding health or any illness or disability to which the child is subject; and
 - (v) any other matters relevant to the safety and care of the child and the parents' instructions in that regard;
 - (b) a daily record of the children attending the centre; and
 - (c) a book containing a record of any accident, injury or illness suffered by a child while at the centre and particulars of those events.
- (2) Records kept pursuant to this regulation may be inspected by an officer of the Department for Community Welfare at all reasonable hours.
18. (1) An officer of the Department for Community Welfare or some other person specially authorized by the Director may, at all reasonable hours, enter and inspect a child minding centre and there question any person engaged in the centre, with a view to ascertaining whether or not the centre is being conducted in conformity with these regulations. Inspection.
- (2) A person who obstructs or misleads an officer or other person acting pursuant to subregulation (1) of this regulation commits an offence.
19. Where the Director is satisfied that a child minding centre is not being conducted in conformity with the Act or these regulations he may, after giving the licensee or permit holder an opportunity of being heard, cancel the licence or permit, either forthwith or with effect from such future date, or may refuse to renew it, as he thinks fit. Cancellation of licence or permit.
20. (1) Where a licensee or permit holder ceases to be the occupier of the premises that are the subject of the licence or permit or ceases to operate the premises as a child minding centre, he shall yield up the licence or permit to the Director; and the person who is then the occupier shall, if proposing to continue to keep the premises as a child minding centre, forthwith apply to the Director for a licence for that purpose. Changes of occupancy.
- (2) The holder of a licence or permit shall, forthwith after any change of occupancy of any part of the premises, notify the Director of that event.
- (3) A licensee or permit holder shall not absent himself from the State for any period exceeding 14 days without notifying the Director of his intention in that regard and advising the Director of an address to which notices may be sent to the licensee or permit holder, while absent from the State.
21. A licence is valid for a period of twelve months from the date of issue and may, subject to regulation 19, be renewed at any time within one month prior to its expiry. Licences, validity.
22. The fees payable on the initial issue, and for the renewal, of a licence are as follow— Fees,
- | | On initial
issue. | On renewal |
|---------------------------------------------------|----------------------|------------|
| | \$ | \$ |
| Day care centre or occasional care centre— | | |
| up to and including 25 children enrolling | 4.00 | 1.00 |
| more than 25 children enrolling | 10.00 | 2.00 |
| Family care centre | Nil | Nil |
23. (1) Every licensee or permit holder shall cause the licence or permit to be displayed in a prominent position, at or near the main entrance to the centre. Licences and permits to be displayed.
- (2) A person who alters or defaces, or attempts to alter or deface, a licence or permit commits an offence.
24. Every person who fails to comply with, or who contravenes, these regulations is liable to a penalty of fifty dollars. Penalty.

Reg. 14.

APPENDIX A.

Equipment: The following items, in sufficient quantity and suitable design, shall be available for the daily use of the children:—

For children under 2 years.

A "playground" for each 5 children.
Washable rattles.
Washable balls.
Soft toys.
Small caskets or buckets.
Pull-along toys.
Washable dolls with "shawls".
Painted pegs, wooden cubes, plastic nesting toys.

For children over 2 years.

Scissors with blunt ends.
Crayons.
Paste brushes.
Paint brushes.
Paints.
Washable dolls and clothes.
Doll's prams and bedding.
Jigsaw puzzles.
Approved wooden blocks.
Interlocking and manipulative toys.
Books.
Miscellaneous accessories such as representations of small cars, animals, people, fences and buildings.

Outdoor Equipment.

A sand pit or sand patch.
Plastic buckets, wooden spoons or spades for sand play.
Plastic buckets and brushes for water painting.
Trolleys, or wheel barrows.
Trestles.
Planks.
Selection of waste materials such as packing cases, cable reels, cartons, a steering wheel, rope, canvas, helmet etc.
Some provision for climbing.

Reg. 16
(1) (d).

APPENDIX B.

The time table and programme shall be based on the following principles of child development:—

- (1) Pre-school children need a balance between vigorous activity, quiet activity and rest periods.
- (2) Periods wherein children are required to sit and wait, without occupation, should be avoided at all times.
- (3) The activities provided should be suited to the age level of the children.
- (4) There should be opportunity for the children to move freely from one activity to another without regimentation, within a flexible time table.
- (5) There should be opportunity for children to use large muscles, vigorously in running, climbing, pushing, hauling, digging.
- (6) There should be opportunity for creative activities with materials such as crayons, paper, paint, sand, water, block building, etc.
- (7) There should be opportunity for singing, listening to music, looking at pictures, listening to stories.
- (8) There should be opportunity for imaginative play with materials such as dolls, housekeeping accessories, blocks, animals, transport toys, etc.

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Schedule.

Reg. 4.

FORMS.

Form 1.

Western Australia.

Child Welfare Act 1947.

Child Welfare (Care Centres) Regulations 1968.

APPLICATION FOR LICENCE.

I, of
(Full name) (Address)

hereby apply for *a licence for
a renewal for

* A Day Care Centre
A Family Care Centre
An Occasional Care Centre to be conducted

in premises situated at

and named

The maximum number of children to be cared for at any one time is:

between the ages of years and years.

Capacity in which application is made:

.....
(Private person/employee of industry, etc./local govt. body/office bearer of an Association).

Name of Organisation, etc. (if applicable)

Address for service of notices

Names and addresses of three persons willing to give references in respect of applicant:

.....

.....

(References should be given by a J.P., Minister of Religion, Medical Practitioner, Police Officer or other responsible person.)

Plans and Specifications as required by the Regulations *are enclosed/have been submitted.

Dated the day of 19.....

.....
Signature.

.....
Phone No.
(if any)

* Strike out whichever is inapplicable.

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Form 2.

Western Australia.

Child Welfare Act 1947.

Child Welfare (Care Centres) Regulations 1968.

PARTICULARS OF STAFF.

To be completed by applicant for licence and forwarded to Director of Child Welfare,
as soon as particulars are known.

Day Care Centre/*Occasional Care Centre established/to be established* at

.....
.....

Name	Date of Birth	Position on Staff	Qualification and/or Experience	Hours of Duty

* Delete words which are inapplicable

(To be signed by person signing Form 1.)

Date

Form 3.

Western Australia.

Child Welfare Act 1947.

Child Welfare (Care Centres) Regulations 1968.

PERMIT.

Permission is granted to
of
allowing the use of premises situated at
to be used for the purpose of
upon the following terms and conditions:—

This Permit is valid for a period of
from the day of 19.....
Dated at Perth this day of 19.....

.....
Director of Child Welfare.

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Form 4.

Serial No.

Western Australia.

Child Welfare Act 1947.

Child Welfare (Care Centres) Regulations 1968.

C.W.D. File No.

LICENCE.

UNDER the provisions of Section 118A of the Child Welfare Act 1947, and the Regulations thereto,

of,
is hereby LICENSED to conduct
situated at
and known as

The maximum number of children to be cared for at any one time shall be
between the ages of years and years.

The number of staff working at the centre shall be not less than .

The hours within which the centre may operate shall be .

This licence is valid for a period of twelve calendar months from the day of
19 , and is subject to the provisions of the Act and regulations and the following
conditions:—

Dated at Perth this day of 19 .

.....
Director, Child Welfare Department.

N.B.: Should a renewal of this licence be required an application is necessary and should be
made within one month before the date on which the licence expires.