

## Family Day Care WA

- To provide family day care, applicants are required to complete a registration and membership through a Family Day Care Service. Useful information regarding requirements and Family Day Care Services can be found via [www.familydaycare.com.au](http://www.familydaycare.com.au)
- Department of Communities can also assist with information on family day care facilities. Information can be found via [www.communities.wa.gov.au](http://www.communities.wa.gov.au) or by phoning (08) 6277 3889.

## City of Rockingham Requirements

Family day care providers intending to prepare food require approval from the City's Health Services. Applicants must ensure:

- They comply with the provisions of the Food Act 2008 and Australia New Zealand Food Standards Code;
- Their kitchen has a double bowl sink with liquid soap and disposable paper towel available;
- Food is stored protected from contamination and at adequate temperatures; Their kitchen is maintained in a clean and hygienic condition;
- They have adequate knowledge and skills in food safety; and A maximum of seven (7) children (including their own) are cared for.

The City of Rockingham offers free online food safety training which can be found on the City's webpage via [www.rockingham.wa.gov.au](http://www.rockingham.wa.gov.au).

## Swimming Pools and Spas

New family day care applications or transfers to new premises will not be accepted for properties with a swimming pool, spa and/or water feature after **31st December 2020**. Existing family day care providers prior to this date are still permitted to operate with extra conditions in place. For more information visit [www.communities.wa.gov.au](http://www.communities.wa.gov.au).

## Application

After successful application with a Family Day Care Service, applicants are required to submit to the City:

- Completed Family Day Care Application form;
- Completed Application for Registration / Notification of a Food Business form
- Family Day Care application fee of \$55.00 plus Registration Certificate fee of \$30.00
- Floor plan of property showing which rooms will be used

Upon submission of an application, a City Environmental Health Officer will conduct a final inspection of your premises prior to you commencing operating.



## Family Day Care Application

<b>Applicant Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Email</b>	

<b>Family Day Care Business Name</b>	
<b>Family Day Care Provider Name</b>	

<b>Number of own children</b>	
<b>Number of other children to be cared for</b>	
<i>I understand that the maximum number of children is seven, including my own children</i>	

<b>Will you be providing food to the children?</b>	<input type="checkbox"/>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>
If yes, please also complete <a href="#">Application for Registration/Notification of a Food Business</a> form				

Signature \_\_\_\_\_ Date \_\_\_\_\_

The City of Rockingham is collecting your personal information to process an application for Family Day Care Approval under the Food Act 2009. It may also be used for secondary purposes which would be reasonably expected.

We may share this information with other government agencies in order to assess the application. If you choose to not provide your personal information, we may not be able to process the application.

To access, correct or learn more about how we handle personal information please contact [privacy@rockingham.wa.gov.au](mailto:privacy@rockingham.wa.gov.au) or visit [rockingham.wa.gov.au/privacy](http://rockingham.wa.gov.au/privacy).