



Department for Communities

Child Care Licensing and Standards Unit

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|             |  |  |  |  |  |  |  |
|-------------|--|--|--|--|--|--|--|
| Licence No. |  |  |  |  |  |  |  |
|-------------|--|--|--|--|--|--|--|

|          |  |  |  |  |  |  |  |  |  |
|----------|--|--|--|--|--|--|--|--|--|
| File No. |  |  |  |  |  |  |  |  |  |
|----------|--|--|--|--|--|--|--|--|--|

## Exemption – emergency situation

Child Care Services Act 2007

Child Care Services (Child Care) Regulations 2006

Exemptions are only issued in special circumstances in a particular case. All relevant details must be completed and received by the Department for Communities before this application will be assessed. Exemptions may apply to any regulation.

### SECTION 1: Child care service details

Name of service ..... Phone number ..... Fax number ..... Date of application .....

Name of person requesting exemption ..... If possible, licensee/supervising officer signature .....  Yes  No ..... Location .....

Is the licensee/supervising officer informed of this application?

### SECTION 2: Rationale for exemption

**Staff exemption** (Regulation 81)

Absentee absent because...  
 Family emergency     Unforeseen illness     Other .....

Name of absentee .....  
 Absentee qualified?  
 Yes     No

Absentee acting under exemption?  
 Yes     No  
 Is your SO a contact staff member?  
 Yes     No

Age group absentee responsible for...  
 0 – 24 mths     24 – 36 mths     36 mths +     Primary

Contacted relief list?    Contacted relief carers' agency?  
 Yes     No     Yes     No

Name of person to be exempted  
 .....

Qualifications of person to be exempted  
 .....  
 Child care experience  
 ..... Years

### SECTION 3: Duration of exemption

Please give the specific times and dates for when you need your proposed exemption.

| Days      | Dates |    | Times |    |
|-----------|-------|----|-------|----|
|           | From  | To | From  | To |
| Monday    |       |    |       |    |
| Tuesday   |       |    |       |    |
| Wednesday |       |    |       |    |
| Thursday  |       |    |       |    |
| Friday    |       |    |       |    |
| Saturday  |       |    |       |    |
| Sunday    |       |    |       |    |

Emergency exemptions will only be issued for the time period the licensee will need to make a standard exemption application or for the period of the emergency, whichever is the lessor. Generally these are for one or two days.

**SECTION 4: Other Regulation exemption**

Please give the regulation number this exemption application is for

Briefly describe the special circumstances why your child care service needs this exemption

What reasonable alternatives have you exhausted before making this exemption application?

**SECTION 5: Child Care service numbers and staffing**

Not applicable

| Age group                | No of children |                  | Name of QUALIFIED                                      |  | Name of UNQUALIFIED |  |
|--------------------------|----------------|------------------|--|--|---------------------|--|
|                          | Licensed       | Expected maximum | Please indicate with an 'E' if person already exempted |  |                     |  |
| 0 – 24 months            |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
| 24 – 36 months           |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
| 36 months or older       |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
| Primary sch age children |                |                  |  |  |                     |  |
|                          |                |                  |  |  |                     |  |
| TOTAL                    |                |                  |  |  |                     |  |