



## New families

1. Go to our OSHC page on the Junction Park State School website and click the My Family Lounge link. Click “Register” and enter your details.
2. Complete your child’s Enrolment information and click “Submit”.
3. Print and sign your child’s Enrolment Form.
  - *Tip: The print button is next to the “View Enrolment” button.*
4. Make a Request for a Permanent Booking for Before School Care and/or After School Care.
5. Complete the Direct Debit Form.
  - *The Direct Debit Form is available on the OSHC page on the school website.*
6. Return the completed Enrolment Form and Direct Debit Form to OSHC.
  - *Offers will be generated and emailed when OSHC receives your child’s completed Enrolment Form.*
7. Login and accept your child’s offer.

*We have laptops and a printer available at OSHC if families would like assistance.*