

# To all Pre School Families

Just a reminder that Cootamundra Centenary Pre School is a **Registered Child Care Provider** and you may be entitled to claim a **Child Care Benefit** from the Family Assistance Office.

Claim Forms can be downloaded from Family Assistance office website by using the link below, then selecting 'Claim Forms' from the left hand column; then 'Child Care Benefit claim forms'; then *Claim for Child Care Benefit for registered care*.

You can then claim the benefit by sending the claim form with our **special receipts** to the Family Assistance Office, within 12 months from the date of attendance at Pre School. For example, if your child attended Pre School on 1 February 2011, you must lodge your claim by 1 February 2012.

Please note that your usual Pre School Fee receipts are **not acceptable** at the FAO and you need to request special Child Care Provider Receipts from the **office at Pre School** to send with your claim form.

Eligibility requirements are:

To be eligible for Child Care Benefit you and your partner (if you have one) must satisfy the work test at some time during the week in which your child attended Pre School. You satisfy the work test if:

- You **OR** your partner get Carer Allowance for a child, **OR**
- You **AND** your partner meet the eligibility requirements listed below at some time during the week in which your child attended Pre School.

**Working** – Working includes paid full time, part time or casual work; self employment; paid leave; unpaid sick leave; paid or unpaid maternity leave; and setting up a business.

**Voluntary Work** – Voluntary work for 15 hours or more per week; any voluntary or unpaid work to improve your work skills.

**Looking for work**

**Studying/training** – Includes undertaking a course to increase your job prospects, attending a school, university or college; and being on a semester break.

**Other circumstances** – Have a disability; caring for an adult or child who has a disability; are overseas or in prison.

If you need more information please see Susan, or contact the Family Assistance Office on 13 6150, or their website at [www.familyassist.gov.au](http://www.familyassist.gov.au).

