**Provider Number: PR-00001646**

**XXX Kindergarten**

**Service Approval Number: SE-XXXXXXX**

Address and Phone number

The person with management and control of this service is:

Samantha Waymouth

 (Coordinator, Early Years Services)

The responsible person in charge of this service is:

(INSERT Name and Role,)

8am to 4:30pm

In the absence of the above person

is the responsible person today.

Consent to be a responsible person in charge: