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Special Social Needs Referral Form for Child Care Fee Subsidy

To be completed by family requesting Child Care Fee Subsidy (please print)

Parent/Guardian: _____

Date of Birth (dd/mm/yyyy): _____ Phone Number: _____

Address: _____

Child: _____ Date of Birth (dd/mm/yyyy): _____

Child: _____ Date of Birth (dd/mm/yyyy): _____

Child: _____ Date of Birth (dd/mm/yyyy): _____

I hereby consent to the release of information by referring agency identified below to an authorized representative of the City of Peterborough's Children's Services. Parent/Guardian signature is required for referral to be processed. Incomplete forms will be sent back to referring agency for follow up.

Signature of Parent/Guardian

Date

To be completed by referring agency (please print)

Name of Agency: _____

Referrer's Name: _____ Phone Number: _____

Referrer's Signature: _____ Date: _____

Please describe in detail the nature of the child's Special or Social needs OR specify limitations to activities of daily child care if based on parents' medical need.

The number of days child care is provided/approved will be determined by Children's Services.

Submitting this form:

1. Complete this form
2. Sign the form (Electronic signatures will be accepted)
3. Send the form via fax, email or courier
 - a. Fax: 705-745-3373
 - b. Email: socialservicesonlineapplication@peterborough.ca
 - c. Courier: 178 Charlotte Street, P.O. Box 4138 Peterborough K9J 8S1
4. A case manager will be in touch with the client to begin child care

If this information is required in an accessible format, please contact 705-748-8830 ext. 3226

**Notice with Respect to the Collection of Personal Information
(Municipal Freedom of Information and Protection of Privacy Act)**

The personal information on this form is collected under the legal authority of section 71(1) of the Child Care and Early Years Act, 2014, S.O. 2014, c. 11, Sched. 1 (the “Act”) and section 9 of Ontario Regulation 138/15 under the Act. Personal information will be used by Social Services Division staff for the purpose of administering subsidized childcare in the City and County of Peterborough, as well as any other services and programs prescribed or authorized under this Act. For more information contact the Manager of Children’s Services, or designate, at 178 Charlotte St, Peterborough, ON K9J 8S1 or by email at socialservices@peterborough.ca