【영문】

Anytime Childcare Center Application Form and Pledge to Comply with the Operating Rules

English translation of the Korean original (언제나 어린이집 이용신청서 및 운영규정 서약서)

1. Child Information

Item	Entry
Name (Gender)	(Male / Female)
Blood type	
Resident Registration Number (or Alien Registration Number for foreign nationals)	
Address	
Requested Care Hours	
Current Childcare Arrangement	☐ Childcare center ( ) ☐ Kindergarten ( ) ☐ Home care

2. Guardian Information

Emergency Contact Priority*	Relationship to child	Name	Date of birth	Contact Number	Address
1					
2					
3					

* Guardian priority: List guardians in the order in which they should be contacted in an emergency.

3. Purpose of Use

※ Check the appropriate box, then circle the applicable specific purpose in parentheses.

- ☐ Work (dual-income household, single-income household, night shifts, weekend work, work on public holidays, lecturing, private lessons, part-time work, etc.)
- ☐ Self-employment ☐ Medical appointment ☐ Pregnancy ☐ Childbirth
- ☐ Job seeking ☐ Personal development
- ☐ Family occasions (e.g., weddings or funerals)
- ☐ Moving ☐ School vacation (emergency childcare)
- ☐ Other urgent/temporary care (Reason:)
- ☐ Personal errand (Reason:)

4. Important Information About the Child (Required)

○ Confirmation of infectious diseases and other illnesses that may be contagious

* If the child has any such illness, use of the service will be restricted. If false information is provided and this results in harm, such as the spread of an infectious disease to children in care, the childcare center and the parents of the affected children may seek compensation from the parent who provided the false information
* To help childcare staff respond promptly in the event of an accident, please provide detailed information about your child's health conditions and any special care needs

Name	Does the child have an infectious or contagious disease?	Details
	☐ Yes ☐ No	
	☐ Yes ☐ No	
	☐ Yes ☐ No	

○ Food allergies

* When the childcare center provides meals or snacks, food allergies may cause serious health problems. If your child has any food allergies, please identify the foods that trigger an allergic reaction and suggest suitable substitute foods.

Name	Food allergy	Food that triggers the allergy	Allergy symptoms	Acceptable substitute food
	☐ Yes ☐ No			
	☐ Yes ☐ No			
	☐ Yes ☐ No			

○ Daily Routines and Other Important Information

* Sleep, toileting, meals (disliked foods, foods to avoid, etc.), personality, and other matters (e.g., how to soothe the child when crying)
* Medication the child is currently taking (method of administration, etc.)

Name	Currently Taking Medication?	Daily Routines and Other Important Information
	☐ Yes ☐ No	
	☐ Yes ☐ No	
	☐ Yes ☐ No	

5. Operating Guidelines

Item	Details
Eligible users	Children aged 6 months to 7 years who have not yet entered elementary school.
Hours of Use and Fees	• User fee: KRW 3,000 per hour (* minimum use of 1 hour) • Drop-off and pick-up hours: 07:30-22:00
Reservation	• Advance reservation: After signing up as a member of Gyeonggi-do Children's Anytime Care (경기도아동언제나돌봄, www.gg.go.kr/always360) and registering the child in advance (approval required), applications may be submitted from 09:00 five days before the date of use until 18:00 one day before the date of use. • Same-day reservation: Reservations must be made at least 2 hours before care begins, and no later than 15:00 on the day of use. (For example, to leave a child at 15:00, the reservation must be made by 13:00.) • Night and early-morning care (22:00 to 07:30 the next day) must be reserved in advance, by 18:00 on the previous day. • If the child stays beyond the reserved time, an additional fee will be charged for the extra time: KRW 1,500 for up to 30 minutes, and KRW 3,000 for more than 30 minutes. ※ Use of the service is not available if the maximum capacity of five children per Anytime childcare class is exceeded.
Reservation cancellation	• For night and early-morning care (22:00 to 07:30), same-day cancellation requires contacting the childcare center by telephone no later than 15:00. (The childcare center will confirm that the person cancelling is the same person who made the reservation before accepting the cancellation.)

Item	Details
Required Documents	• Anytime Childcare Center Application Form and Pledge to Comply with the Operating Rules • Resident Registration Certificate (주민등록등본) or Family Relations Certificate (가족관계증명서), guardian's ID card, and Certificate of Alien Registration (외국인등록사실증명서) (All documents will be returned after verification of the family relationship and the guardian's identity.)
Personal belongings	• Diapers, personal bedding, a change of clothes, packed meals, and snacks (meals and snacks are not provided by the center)
Consent to emergency treatment	• In the event of an accident, the guardians listed in the "Guardian Information" section will be contacted in order of priority. • If necessary, 119 emergency services will be called, and the child will be transported to a medical institution designated by the childcare center. ☐ Agree ☐ Disagree
Consent to Child Pick-up Arrangements	• As a rule, the child will be released to a guardian listed in the "Guardian Information" section. If someone other than the listed guardians will pick up the child, I will notify the childcare center in advance. ☐ Agree ☐ Disagree
Health management	• When dropping off your child, please inform the teacher of your child's health condition and any special care needs. Medication can be administered only if a Medication Request Form has been completed. • Use of the childcare room may be restricted if the child has, or is suspected of having, an infectious disease under the Infectious Disease Control and Prevention Act, food poisoning under the Food Sanitation Act, or any other illness or injury that may endanger the health or safety of the child or others during childcare.
Provision of meals and snacks	• As a rule, meals and snacks are not provided in the childcare room.
Confirmation of operating guidelines	I have fully read and understood the above operating guidelines and agree to their contents. ※ You have the right to refuse consent. Please note that if you do not consent, you may not be able to use the service. ☐ Agree ☐ Disagree

6. Consent to Collection and Use of Personal Information

• Pursuant to the Personal Information Protection Act, we are seeking your consent to the "collection and use" of your personal information as set out below. Please read the following carefully and indicate whether you consent.

※ You have the right to refuse consent. Please note that if you do not consent, you may not be able to use the service.

Personal Information Collected	Purpose of Collection and Use	Retention and Use Period
• Child: name, resident registration number (alien registration number), address, special notes on the child • Guardian: name, date of birth, contact (mobile phone, etc.)	• Provision of childcare services through the Anytime Childcare Center • Childcare activities, health management, communication with the family, and response to emergencies • Prevention of child abandonment and ensuring the child's safety	• Retained and used until the purpose of collection and use has been achieved (However, if retention is required under applicable laws and regulations, the information will be retained for the period prescribed by those laws.)

☐ Agree ☐ Disagree

7. Consent to Provision of Personal Information to Third Parties (Optional)

• Pursuant to the Personal Information Protection Act, personal information will be provided to the Childcare Policy Division of Gyeonggi Province and to the childcare departments of city and county governments, for the purpose of surveying satisfaction with the Anytime Childcare Center childcare program (surveys, etc.), as set out below. Please read the following carefully and indicate whether you consent.

※ You have the right to refuse consent. Please note that if you do not consent, you may not be able to use the service.

Personal Information Provided	Recipient's Purpose of Use	Retention and Use Period
• Child: name, date of birth, address • Guardian: name, e-mail, contact (mobile phone, etc.)	Satisfaction surveys regarding the Anytime Childcare Center program (including questionnaires)	• The information will be retained and used until the purpose of provision and use has been fulfilled. (However, if retention is required under applicable laws and regulations, the information will be retained for the period prescribed by those laws.)

☐ Agree ☐ Disagree

• Consent to Provision of Personal Information for the Release of CCTV Footage

Recipient	Personal Information Provided	Purpose of Use	Retention and Use Period
Person Requesting CCTV Access	CCTV footage	To review the circumstances surrounding a child's accident and assess childcare operations during vulnerable periods (weekday nights, early mornings, and holidays).	• Retained and used until the purpose of collection and use has been achieved (However, if retention is required under applicable laws and regulations, the information will be retained for the period prescribed by those laws.)

☐ Agree ☐ Disagree

Pledge

I have read the operating rules of the Anytime Childcare Center and agree to comply with them.

2026 / _____ / _____

Guardian: _____ (Signature or seal)

This English version is a translation provided for the convenience of non-Korean-speaking applicants. If any discrepancy or question of interpretation arises, the Korean original shall prevail.