



# Enrolling to OOSH

Part 1: To enrolling into oosh - On our website find the forms tab and fill out the enrollment form to enter into our waitlist.


[www.nnoosh.com/forms](http://www.nnoosh.com/forms)

The screenshot shows the 'Forms' page of the Narrabeen North OOSH website. At the top, there is a navigation menu with links for 'Home', 'About', 'Forms' (highlighted), 'Vacation Care', and 'Contact', along with a 'Login' button. Below the navigation is a large heading 'Forms'. The main content area contains the following text:

Once you have completed the enrollment form you will get an email asking you to download an app called XAP smile, please download and log in to complete the rest of the enrollment information. We can not accept any enrollments that are not fully complete!

Reach out if you have any questions. – 02 9913 2846

### Enrollment Form

 **Narrabeen North Parents & Citizens Association**  
9 Namona Street, North Narrabeen NSW 2101  
04 9872 2029

#### Welcome to our Wait-list

If you would like to enrol your children at our centre(s), please complete our Wait List form below.

We will contact you as soon as a place becomes available.

Due to our limited number of spaces, and demand, we recommend that you tour our centre at your earliest convenience so that you can meet our team of Educators and start your journey on finding the perfect match for your early learning and childcare needs.



# Enrolling to OOSH

Part 2: Download the XAP smile app



You should receive an email with your log in details to create a password log into the app.

## Activate Your Xap Account

**Hello Charli Barker,**

Your account is created in Xap. Welcome!

Narrabeen North OOSH uses the Xap system to keep you and your family updated with daily activities and learning of your child. We can't wait to show you what we've got.

Through our mobile app, you will be able to receive daily photo/video, sleep, food and other updates about your child, view your statement & invoices, receive important information about events, and much more. You will also be able to register if your child has the day off or is ill.

In order to use our app, you need a Xap account, which we have already created for you. We have been asked to send you your Xap account login detail.

You just need to create a Password. Simply click on the button below to create a password.

[Create Your Password](#)

The screenshot shows the Xap guardian portal dashboard for Charli Barker. At the top, there's a purple header with a user profile icon 'CB', a notification bell, and a menu icon. Below the header, it says 'Dashboard' with a home icon. The date is 'MONDAY, 21 AUGUST'. A greeting says 'Hello, Charli' followed by a welcome message: 'Welcome to our guardian portal. Using our portal, you can manage your child's enrolment details, upload health and immunisation information, manage bookings & attendances, set up direct debit information and much more.' There is a section titled 'Action Required' with a card that says 'Complete declaration and consents' and an illustration of a person with a document. Below this is a 'Bookings' section with a calendar for August. The calendar shows the 21st as the current date, with 'Booked' (green dot) and 'Marked Absent' (red dot) indicators. The days of the week are listed at the top of the calendar grid.

CB

Dashboard

MONDAY, 21 AUGUST

**Hello, Charli**

Welcome to our guardian portal. Using our portal, you can manage your child's enrolment details, upload health and immunisation information, manage bookings & attendances, set up direct debit information and much more.

Action Required

**Complete declaration and consents**

Bookings

Aug

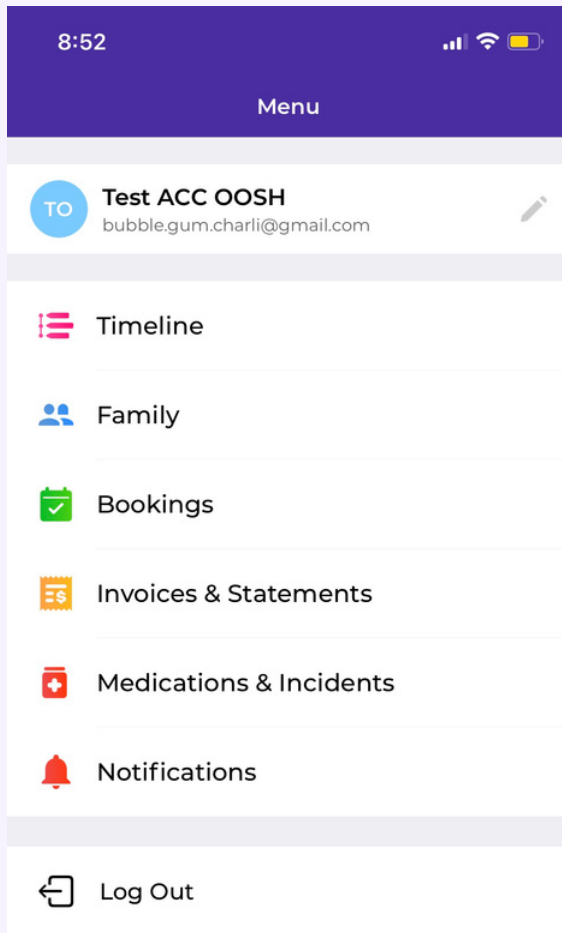
● Booked ● Marked Absent

Mon	Tue	Wed	Thu	Fri	Sat	Sun
21	22	23	24	25	26	27



## Enrolling to OOSH

When you have logged in to the app. Find the 3 lines at the bottom right corner, this is where you will fill out the rest of the information, We can not accept any enrollments without this information.



Please make sure all the medical information is completed, declaration, requested days and bank details.

once this is complete it will go into our wait list for us to approve. when we have approved you should get a email confirming your bookings and days, we will get in contact with you and walk you through the pick up & drop off process.

Extra information - <https://www.xap.rocks/xap-guardian-university?guardianHelpLinkType=1>