



Colleagues,

We have a further update for those people who require a Permitted Worker Permit to access childcare services.

The Permitted Workers Permit that is now available in MetroMe is only applicable for those who work at onsite Metro locations. If you are eligible, and work onsite, this can be provided to your childcare facility.

If you work from home, you require a different Permitted Worker Permit and will need to follow a different process. For those working from home you need to:

1. Determine if you are eligible. The Access to Childcare and Kinder (Working from Home) is for permitted workers who are working from home and are unable to supervise their children in the course of their duties and who don't have anyone else in the household who can supervise them. Reasons for this might include the other parent also being a permitted worker or because it is a single parent household. Further information is available on the [Department of Justice website](#).
2. If you are eligible please download the ["Access to Childcare and Kinder \(working from home\) form"](#)
3. Complete the form and send it to your General Manager. The General Manager will sign it and return the form to you.

If you have any questions please speak to your leader in the first instance.

Regards
The People Team

www.metrotrains.com.au