

ENROLMENT:

Our site has an open door policy it is the children's place and space and parents can meet with staff at any time and complete enrolments and start their child if there is a vacancy.

Transient families and those experiencing trauma are welcome to join the kindy program immediately.

All children starting preschool will start in the first week of term one. Every child will have four terms of preschool and then four terms of reception when they start school.

If your child turns four:

- before May 1 they will start kindergarten on the first day of term one in that year
- on or after May 1, they will start kindergarten on the first day of term one the following year.

All eligible children will have access of up to 15 hours per week of preschool, for 40 weeks of the year before they attend school. Each preschool program will be delivered by an early childhood teacher with four years of university training. Funding to provide 15 hours of preschool is a Federal Government initiative, in partnership with the South Australian State Government, and operates in all states and territories within Australia. This initiative is known as **Universal Access**.

In conjunction with the Universal Access initiative is the national **Early Years Learning Framework (EYLF)**. **The Early Years Learning Framework – *Belonging, Being Becoming*** has been developed to ensure delivery of a nationally consistent and quality program for all children accessing early childhood education. For more detail on the National curriculum please refer to the **Attachments** section of this policy booklet. Our program is regularly displayed and promoted via notice boards and/or newsletters. **Parents are encouraged & welcome to participate in the program.**

Children with additional needs* may be able to start preschool two terms before they would normally start. This is decided on a case by case basis. If your child is eligible, they may be able to go to one session (3 hrs: 15 min) a week in the first term and up to two sessions (6 hours: 30 min) a week from the beginning of their second term of early entry.

Talk to your Preschool Director to find out what is available for your child.

Aboriginal Children and children under the **Guardianship of the Minister for Education and Child Development** can go to preschool from the time they are three.

**(Additional needs include disability, developmental delay, gifted development or children who are at risk because of culturally and linguistically diverse backgrounds or family circumstance)*

IMPORTANCE of REGULAR ATTENDANCE

Attending kindergarten regularly will develop your child(ren's) skills and attitudes that will help them be successful in later life.

Attendance affects our staffing allocation – the higher the number of children attending each session, the more likelihood our staffing allocation will increase. Attendance is marked on a roll daily. **Please can parents phone the kindergarten to advise of a child's absence.** Absences of over 1 week are followed up with a phone call. Periods of ongoing unexplained absences are followed up by the Director organizing a meeting with families to plan strategies to work toward regular attendance.

ENROLMENT FORMS

An enrolment form must be completed prior to children attending kindergarten. Accuracy is important so parents may be requested to review enrolment forms, from time to time, to ensure information is up to date.

Enrolment forms are available directly from the kindergarten; they can be posted if parents so wish. It is strongly encouraged during the enrolment process that both parents, if applicable, sign the enrolment form. The Director is required to also co-sign the enrolment form. We are also required to sight proof of birth date for child.

The current enrolment form can also be used for enrolling in both the Kindergarten program and Pre-entry program at Christie Downs Kindergarten.

ORIENTATION: *When your child starts.....*

We are here to support and extend your family's early years experiences. Positive relationships between parents, children and staff are important to us and help unite us as a community.

PARENT PARTICIPATION

Please feel welcome to stay, or drop in, at the kindergarten any time during the session.

