

Enrolment and Preschool Priority of Access Guidelines

Pooraka Community Kindergarten

PRINCIPLES

Enrolments will be determined in accordance with the Preschool Enrolment Policy of the Department for Education and Child Development (DECD).

Families are entitled to enrol in any DECD preschool service across South Australia; however where the demand for preschool places exceeds the capacity (number of places available) at that site, then the priority of access guidelines will apply to guide equity in allocating preschool places.

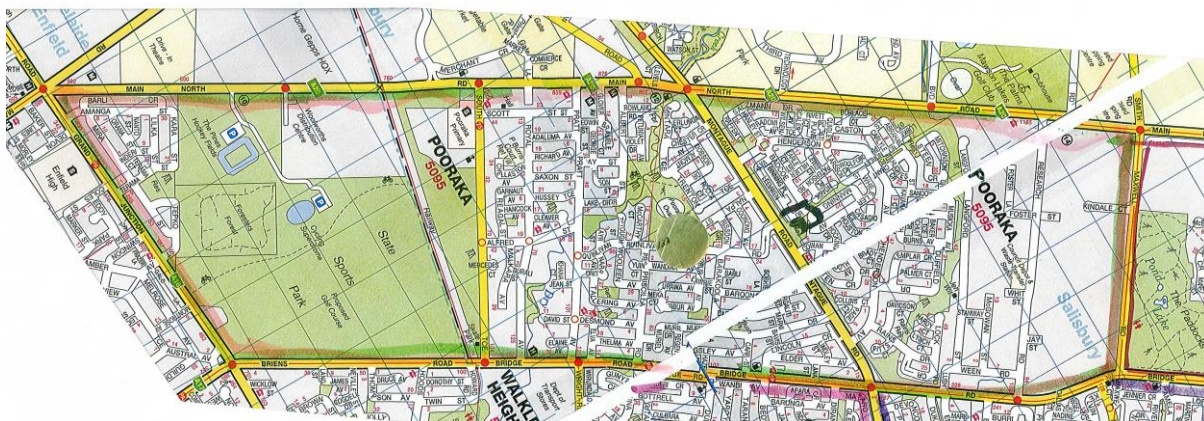
PROCEDURE DETAILS

- Parents / guardians are asked to register intent to enrol at the preschool. This can be done in person, via phone or email.
- All registration of intent to enrol will be acknowledged within one week of receipt.
- The preschool will only take enrolments for the two following years. *Parents will be asked to resubmit interest at a later date, if child is not eligible to start within this time.*
- All applications for enrolment will be assessed by the site leader, using the criteria listed below.
- In August the first round offers will be sent. Families will be notified by email (or letter where appropriate) of acceptance onto the centre and invited to collect forms and complete the enrolment procedure. Those who don't respond will go to the bottom of the waiting list.
- If more places are available a second round of offers will be initiated in October.
- Children are invited to attend two introductory sessions in term 4 to meet staff and familiarise themselves with the centre.
- Where a place cannot be offered parents / guardians will be provided with the names of alternate local preschools or referred to Regional Early Childhood Consultants who are aware of local vacancies.

Enrolments will be assessed using the following criteria:-

Priority 1:

- Children living in the immediate local area, known as the priority catchment area. Including children attending family day care or "grandparent care" situated in the local area. See attached map.



1b If there are insufficient places then the following criteria will be applied ..

- A child at risk of serious abuse or neglect
- Identifies as Aboriginal or Torres Strait Islander
- Child Under the Guardianship of the Minister
- A child or parent with a disability
- Children in socially isolated families
- Families without access to transport
- Children in families with culturally and linguistically diverse backgrounds

Families whose application does not meet these criteria will go onto a waiting list and will be offered a place in the second round of offers in term 4.

If the site still has vacancies this criteria will be applied.

- Children who are enrolled to attend a co-located school
- Children who have older siblings currently attending the co-located school
- Siblings have previously attended the preschool
- Enrolments will be accepted by date of registration of interest.
- The director will use her discretion to prioritise

Authorised by Governing council 1/6/2016