

## WOODSIDE PRESCHOOL



# Priority Of Access Policy

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## DOCUMENT CONTROL

**Managed by:**  
Preschool

**Responsible position:**  
Director

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Staff

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Governing Council

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**Government of South Australia**  
Department for Education

**Woodside Preschool is a Department for Education preschool and as such is not zoned.**

In accordance with the department's Preschool Enrolment Policy children are entitled to access 4 terms of preschool in the year before they start school. There is one intake at the beginning of each year for children who turn 4 years of age before 1 May. Some children may be eligible to commence preschool throughout the year, according to their individual needs and backgrounds.

All preschools must endeavour to provide places for children living within the local geographical catchment area of the preschool as a priority. The Department's Priority of Access policy for preschools outlines the key criteria that are to be followed by services to manage enrolments when the demand for places exceeds a service's capacity. Preschools may accept children outside their local geographic catchment area, where there are available places.

**When numbers indicate that enrolments may exceed the centre capacity for the following year, the centre may need to implement our Priority of Access guidelines for all enrolments. While we wish to remain accessible to all families who choose our service, we need to first ensure that vacancies are available for children who live in geographic catchment area.**

When the Priority of Access Policy is required to be implemented the following criteria will apply.

- 1) Children living in the geographic catchment area (Woodside, Charleston, Lenswood, Harrogate, Inverbrackie/The Crest).
- 2) Children who have additional needs that would best be met by our centre and its facilities (this may include children at risk, Aboriginal or Torres Strait Islander, Children under the Guardianship of the Minister, children with a disability or in a family with a person with a disability, Non English speaking backgrounds and socially isolated families).
- 3) Children who are in care (including family) where the care is located within the designated geographic catchment area mentioned in 1) above.
- 4) A sibling has previously attended our preschool programme.

**NB:** When enrolments are not nearing capacity or staffing ratios we will then offer places to children who do not meet the above criteria. At no time are enrolments allowed to exceed our staff ratios (1 staff: 11 children) or our centre capacity (45). At times when we are at enrolment capacity, families will be encouraged to contact Oakbank Kindergarten or Lobethal Kindergarten as our closest local preschools. Families should be aware that we cannot guarantee that these centres will have places available.