

MARY BYWATERS MEMORIAL KINDERGARTEN

Preschool Priority of Access Policy

PURPOSE

Enrolments will be determined in accordance with the Preschool Enrolment Policy of the Department for Education and Child Development (DECD) and this Preschool Priority of Access Policy will inform parents / guardians of the criteria that will be used to prioritise enrolments in the event that the site has reached enrolment capacity.

SCOPE

Where the demand for preschool places exceeds the capacity (number of places available), then the priority of access policy will apply to guide equity in allocating preschool places.

OBJECTIVES

Parents / guardians who register intent to enrol a child at the preschool will have their application for enrolment assessed by the site leader as outlined in Procedure Details. Where a place cannot be offered, parents / guardians will be provided with the names of alternate local preschools.

PROCEDURE DETAILS

Enrolments will be assessed using the following criteria:-

Criteria 1: To be used if demand exceeds capacity

Eligible preschool children living in the local area, known as the priority catchment area will have 1st priority.

Geographical boundaries: Post code 5161

Criteria 2: To be applied if the number of enrolments meeting Criteria 1 exceeds capacity

Eligible preschool children who meet the first criteria **AND** one or more of the following indicators;

- Children at risk of serious abuse or neglect
- Children in Aboriginal or Torres Strait Islander families
- Children under the Guardianship of the Minister
- Children in families which include a disabled person
- Children with a disability

- Children in families with non-English speaking backgrounds
- Children in a socially isolated family
- Children attending in association with enrolment at local child care centre, family day care or other local care arrangements
- Children transitioning to Reynella Primary School
- Children with a sibling attending Reynella Primary School
- Children with a sibling that has attended Mary Bywaters Memorial Kindergarten

Criteria 3: To be applied after Criteria 1 places have been allocated.

Eligible preschool children who live in post code area 5162 **AND** meet a category of Criteria 2.

OR

Other eligible preschool children, at the discretion of the Preschool Director, due to specific circumstances.

Criteria 4: To be applied after Criteria 1 and 3

Other eligible preschool children who live in post code area 5162.

6. ROLES AND RESPONSIBILITIES

Who	Roles and Responsibilities
Site Leader or delegate	<ul style="list-style-type: none">• Ensures that all enrolling parents / guardians are made aware of the Preschool Priority of Access Policy.• Ensures that all staff dealing with enrolment enquiries are aware of and understand the enrolment procedure.• Liaises with neighbouring centres to establish geographic boundaries.• Notifies the Education Director and neighbouring centres when the centre is close to enrolment capacity.• Advises parents / guardians of alternate local preschools if a place cannot be offered at this site.
Governing Council	<ul style="list-style-type: none">• Ratifies the Preschool Priority of Access Policy.• Ratifies the priority catchment area.
Education Director	<ul style="list-style-type: none">• Review priority of access policies to ensure compatibility

7. MONITORING, EVALUATION AND REVIEW

This policy which is published on our website, has been ratified by the Governing Council and is subject to regular review by the Governing Council.

8. ASSOCIATED DOCUMENTS Department of Education and Child Development (DECD) Preschool Enrolment Policy