

# Mount Gambier Preschools' Pre Enrolment Form



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To ensure all families have equitable access to their local preschool this pre enrolment form has been developed by the Mt Gambier Children's Centre and the Acacia, Akuna, Gladigau Park, Melaleuca Park Kindergartens.

Please complete the details overleaf if you are considering attending any of the above sites.

By nominating your preschools in order of choice, within the criteria, your child will be added to a waiting list for enrolment in a preschool program.

All Preschool Directors will work together in September each year to allocate positions. Families will be notified by mail of their allocated preschool when their child is eligible as outlined in the DECD Preschool Enrolment Policy.

The number of vacancies available at each centre depends on the preschool's physical capacity. Please read the priority of access below to understand the likelihood of your child being placed in a Priority 1 or Priority 2 list.

## PRIORITY OF ACCESS

All Mount Gambier Preschools operate a Priority of Access procedure to manage enrolments where the demand for preschool places exceeds a sites capacity. This aims to support all local preschools and equitable access by families to a preschool service, when limited vacancies exist.

**Priority is given to enrolments that meet any of the following criteria:**

### Priority One:

- (a) Children who live within the kindergarten's Priority of Access areas. These areas are:
  - For Akuna Kindergarten & Gladigau Park Kindergarten the area enclosed by Penola Road, Commercial Street East and Jubilee Highway East.
  - For Melaleuca Park Kindergarten the area enclosed by Bay Road, Commercial Street East and Jubilee Highway East.
  - For Acacia Kindergarten & Mt Gambier Children's Centre the area West of Penola and Bay Roads.
- (b) If there is no preschool in your area, and this is your closest preschool.
- (c) The circumstances of the child and the family, such as a child's special rights, cultural, linguistically diverse backgrounds (at the discretion of the Director)

### Priority Two:

- (a) The child's siblings have attended this preschool previously
- (b) The child and/or siblings are enrolled at the preschools local feeder school.
- (c) The child already attends a DECD program at the preschool

Families wishing to enrol their children at another preschool, even though there is a preschool closer to their residential address will only be offered positions if, and when, there are vacancies after all other children have their full entitlement.

## INFORMATION PRIVACY STATEMENT

The Department for Education and Child Development is committed to respecting the confidentiality of information provided by children/students and parents, for example, information requested on child/student enrolment forms.

The information requested in this form is to enable the management of projected enrolments.

The information provided on the waiting list form is stored securely in local school/preschool and DECD databases. The disclosure of personal information held by Government is regulated by the information privacy principles (see reference above). Unless required to do so by a law of the State or Australian Government, as permitted by the information privacy principles or in accordance with the information sharing guidelines (see below), DECD will not otherwise disclose the information to others without your consent.

## INFORMATION SHARING STATEMENT

There will be occasions where sharing information with others outside this site will be important to your child's child care placement. In these circumstances, DECD follows the SA Government's *Information Sharing: Guidelines for promoting the safety and wellbeing of children, young people and families (ISG)*. [www.gcyp.sa.gov.au](http://www.gcyp.sa.gov.au) Under the ISG your consent for the sharing of personal information about your child will be sought and respected in all situations unless: it is unsafe / impossible to gain consent or consent has been refused and without information being shared, a child or children will be at increased risk of serious harm.

# Mt Gambier Preschools' Pre Enrolment Form



## Child details

First names:

Surname/Family name:

Date of birth:

Gender: Male  Female

Residential Address:

Postal Address:

Children under guardianship of the Minister and ATSI children are entitled to start preschool from 3 years of age.

Is your child of Aboriginal or Torres Strait Islander origin?

No  Yes,  Aboriginal  
Yes,  Torres Strait Islander

Is the child/student under the Guardianship of the Minister for Families and Communities or in alternative care?

No  Yes

*If Yes, further details must be obtained from the confidential Families SA-DECD Information Sharing Form at the time of enrolment, supplied to the preschool site leader by the child's Families SA caseworker.*

Intended School:

Does your child have any additional needs or a diagnosed disability that would make them eligible for early entry as described in the preschool enrolment policy? No  Yes

If yes, please provide details:

Does your child have a medical condition that may require support? No  Yes

If yes, please provide details:

## Preschool Preferences - Please number preschools in order of choice 1-3

- Acacia Kindergarten (12 Bailey St, Mount Gambier)
- Akuna Kindergarten (10 Ramsay Ave, Mount Gambier)
- Gladigau Park Kindergarten (3 Gladigau Rd, Mount Gambier)
- Melaleuca Park Kindergarten (Boandik Tce, Mount Gambier)
- Mt Gambier Children's Centre (Mulga St, Mount Gambier)
- Other (please specify) \_\_\_\_\_

## Additional information

Has the child's older siblings attended preschool previously? Yes  No  If so which preschool? \_\_\_\_\_

Does this child have siblings who attend the local feeder schools? Yes  No  If so which school? \_\_\_\_\_

Is your child attending other programs at this kindy? Yes  No  If so which program? \_\_\_\_\_

## Parent / Guardian details

Given name:

Home phone:

Family name:

Mobile:

Relationship to child:

Work phone:

## Declaration

- I have read the priority of access procedure on the previous page, and understand that if my child is unable to meet the priority one criteria and I still wish them to attend this centre, they will be placed on a waiting list for vacancies.

Signature:

Date:

## Site use only

Priority for allocating places in Preschool service

Anticipated Preschool start date

Further information:

Year

Date entered onto database

If no place available describe support provided to parent to identify and enrol in another preschool service

Site of Enrolment