



Priority of Access Policy

The Governing Council and staff have deemed it necessary to introduce a **PRIORITY OF ACCESS POLICY** which incorporates various criteria as a guide for enrolments. This fair and equitable policy is designed in line with the DECD Preschool Enrolment Policy and ensures that quality of education is maintained in periods of high demand and to accommodate the needs of our immediate community. The first priority for a vacancy will go to children in their eligible year who are not already attending another kindergarten and for whom reside in the local catchment area.

DECD Policy is to provide preschool to all eligible children for the equivalent of 1 year prior to their entry to school. In practice this means that each child aged four years on or before April 30th, is entitled, where resources permit, to attend up to five preschool sessions per week (15 hours) for up to four consecutive terms prior to school entry.

The local catchment area is defined on the following map, but is currently under review by DECD and may change at short notice.

The criteria (in order of priority) are as follows:

1. Children who are at risk and reside in the local catchment area.
2. Children living in the local catchment area.
3. Children who are attending the Happy Valley Community Child Care Centre.
4. Siblings of children who have previously attended this preschool.
5. Children whose caregivers live in the local area.
6. Special circumstances (at the Directors discretion) including equity and social justice issues such as children with special rights, children from socially isolated families, children from non-English speaking backgrounds, etc.
7. Children attending schools within the South Valley Partnership.

In-line with our 'Enrolment and Orientation Policy', families who have completed an 'Intention to Enrol' form and are on our waiting list records, living within the local catchment area will be formally offered a position in our Kindergarten during week 1 of term 3 the year before their child begins Kindergarten. If spaces remain, families living outside the local catchment area may be considered and offered a position during the week 10 of Term 3. Families will need to notify the Director whether they wish to accept the position within 2 weeks of receiving their written offer of placement. Families will be notified in writing.

Waiting list

Once all allocated places each session are filled (depending on enrolment caps), any additional children will remain on the waiting list until a vacancy arises, or the child finds another place in another preschool.

Special Circumstances do arise on some occasions. The Director has the discretion to make decisions based on these special circumstances, in-line with the 'Enrolment and Orientation Policy'. Please phone the Director to discuss any concerns.