



Receipt Date:

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Enrolment Application Form All Saints Pre School Yarra Junction

REG. No: - A0030063M

Date of birth range for eligibility	3yo Year of attendance: <i>(Please tick)</i>	4yo Year of attendance: <i>(Please tick)</i>
Born between 01/05/2019 - 30/04/2020	2023 <input type="checkbox"/>	2024 <input type="checkbox"/>
Born between 01/05/2020 - 30/04/2021	2024 <input type="checkbox"/>	2025 <input type="checkbox"/>
Born between 01/05/2021 - 30/04/2022	2025 <input type="checkbox"/>	2026 <input type="checkbox"/>
Born between 01/05/2022 - 30/04/2023	2026 <input type="checkbox"/>	2027 <input type="checkbox"/>

Please select all the kindergarten groups you wish to attend

*If you are enrolling for the 3yo program it is advisable that you enrol in the 4yo program for the following year

**Children who turn 3yo between 1 January and 30 April are eligible to attend 3-4yo kinder in that year but are not allowed to start until they have turned 3 years of age.

***Children turning 4 years of between 1 January and 30 April are eligible to attend even if they haven't turned 4 years of age at the beginning of the year. They may be significantly younger than other enrolled children and this is where deferral may be of use.

CHILD'S DETAILS:

Child's first name	
Child's last name	
Gender (optional)	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> _____
Date of birth	
What is the main language spoken at home?	
Has this child already attended a kindergarten program?	<input type="checkbox"/> 3-Year-Old <input type="checkbox"/> 4-Year-Old <input type="checkbox"/> No
Are this child's immunisations up to date? Your child must be fully vaccinated by the time they attend kindergarten under the No Jab No Play law.*	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If you have answered no, please visit a health professional or Maternal and Child Health nurse to organise your immunisations before the kindergarten year begins. Evidence of up-to-date immunisation must be provided when accepting offer of kindergarten place.</i>
Is this child Aboriginal or Torres Strait Islander?	<input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/> Yes, Aboriginal and Torres Strait Islander <input type="checkbox"/> No
Is the child a triplet or quadruplet?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Is your child enrolled at another preschool?	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes, where?
Does the child meet any of the following criteria?	<input type="checkbox"/> Attends a 3-Year-Old program through Early Start Kindergarten or Access to Early Learning <input type="checkbox"/> Known to Child FIRST, Child Protection or family services <input type="checkbox"/> Been referred by a Maternal and Child Health nurse, support service or Out of Home Care provider
Does the child require any additional support due to a disability including intellectual, sensory or physical impairment?	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please provide details:
Do you or your child hold any of the following cards? (see below for pictures)	<input type="checkbox"/> Commonwealth Health Care Card <input type="checkbox"/> Commonwealth Pensioner Concession Card <input type="checkbox"/> Department of Veterans' Affairs Gold Card or White Card <input type="checkbox"/> Humanitarian or refugee visa

* An Immunisation History Statement is not required for this application form but will be requested when accepting your child's kindergarten place.



PARENT OR GUARDIAN DETAILS:

Please complete your contact details below. If you would like to enter details for a second parent /or guardian or if a court order requires another person must be kept informed about the registration and enrolment process, please do so here.

	First parent / guardian (required)	Second parent / guardian (optional)
Name	First name	First name
	Last name	Last name
Relationship to child		
Residential address	Address	Address
	Suburb	Suburb
	State	State
	Post Code	Post Code
Contact number*		
Email address*		
Main language spoken (if not English)		
Interpreter required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

* Note that you will be sent communications via text message to this phone number or email.

DECLARATION:

As the parent/guardian of the child named above, I am authorised to enrol this child and do so in accordance with the Enrolment and Orientation Policy of All Saints Pre School Yarra Junction Inc, copies of which I am entitled to receive upon request. I understand that all the information on this enrolment application is true correct and will remain confidential in accordance with the Privacy and Confidentiality Policy.

- I give permission for this information to be shared with All Saints Pre School for the purposes of:
 - accessing kindergarten and,
 - if applicable, applications for State funding necessary to provide additional support for my child's participation.
- I give permission for this data to be anonymised, de-identified and aggregated (and shared with identified third parties) to help forecast future needs and help to improve the service.
- I declare that all the information provided is true and correct.

Parent / Guardian name (please print): _____

Parent / Guardian signature: _____ Date: ____ / ____ / ____

CHECKLIST:

Before returning this form, please check the following ✓:

- You have completed all sections of this form
- Proof of identity: your child's birth certificate or passport.
- Provided a copy of your eligible concession cards and immigration visas (where applicable)

HOW TO SUBMIT YOUR APPLICATION

Email: admin.all.saints.kin@kindergarten.vic.gov.au

Mail: All Saints Pre School Yarra Junction Inc, PO BOX 205, Yarra Junction 3979

In person: 2438, Warburton Highway, Yarra Junction, 3797

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SUBMITTING YOUR APPLICATION

Please submit one form per child.

Application forms will be accepted any time after the birth of the child. A non-refundable \$25 fee is required upon submission of the enrolment application form as well as a copy of the enrolled child's birth certificate.

CONFIRMING RECEIPT OF YOUR APPLICATION

Once the application form has been processed, communication will be sent out to confirm your child is listed at our preschool. If there are no places available, you will be notified. You have the option to either remain on a waiting list or accept a placement at another kindergarten.

CHANGES TO YOUR APPLICATION

Changes to your application details (e.g. address or cancellation) must be made in writing.

It is not uncommon for a family to be unsure if their child is ready for preschool. Families will need to take into account their child's readiness for preschool as well as being eligible by age. If you are concerned, we recommend that you discuss your child's development and readiness with our preschool teaching staff or your Maternal and Child Health Nurse. You may choose to wait or defer a year before your child starts preschool.

Please email any required changes to admin.all.saints.kin@kindergarten.vic.gov.au

PRIORITY OF ACCESS

All Saints Pre School follows the Department of Education and Training's Priority of Access criteria, that prioritises allocation of kindergarten places for children who:

- Are at risk of abuse or neglect.
- Are Aboriginal and/or Torres Strait Islander
- Are, or have parents or carers who are, asylum seekers or refugees.
- Are eligible for the Kindergarten Fee Subsidy (hold a valid concession card or are a triplet or quadruplet)
- Have additional developmental needs.

Children that fit one or more of those criteria will be allocated to a place in kindergarten as a high priority. This form will collect all the information required to determine if a child is eligible for Priority of Access.

If you believe you or your child are in exceptional circumstances which require prioritisation and are not covered by any of the above criteria, please contact the Administration Officer to discuss.

KINDERGARTEN PLACEMENT OFFERS

A letter of placement will be sent out at the end of August of the year prior to commencement of the program. This letter will offer your child a place and have detailed information about the program.

All offers of kindergarten places are subject to families providing an up-to-date AIR Immunisation History Statement for their child.

You will be required to send a confirmation slip along with an up-to-date AIR Immunisation History Statement and an enrolment payment to accept the place in the program, by the date specified in your offer letter. Second round offers will be sent out a month before the Annual General Meeting.

The offer must be accepted by the date indicated on the offer letter. Failure to respond to an offer of a kindergarten place will result in your child's kindergarten registration being cancelled and the place being offered to another family.

If there are no available places, your child will remain on a waiting list until a place becomes available.

ATTENDING THE ANNUAL GENERAL MEETING

It is strongly recommended that families who are attending the subsequent year at All Saints Pre School should attend the Annual General Meeting (AGM). At the AGM new families will be able to choose allocation of group preferences (if applicable).

IMMUNISATION – 'NO JAB, NO PLAY' LEGISLATION

According to the No Jab, No Play law in Victoria, your child must be fully vaccinated to start kindergarten. An Immunisation History Statement from the Australian Immunisation Register is not required for this registration

form, but you should ensure that your child's immunisations are up to date and you have a copy of this statement before commencing the enrolment process that will likely happen in August.

A grace period applies for families who may find it difficult to provide an up-to-date statement by August. Further information on immunisation requirements for enrolment in early childhood services is available through the DET website at <http://www.education.vic.gov.au/parents/child-care-kindergarten/Pages/enrol-in-kindergarten.aspx>.

Confirmation of places will be finalised after the documentation has been assessed that the child is up to date or that the child is on a recognised catch-up schedule if they have fallen behind with their vaccinations, or that the child has a medical reason not to be vaccinated or that the child has been assessed as being eligible for a 16-week grace period.

ENROLMENT FINALISATION

In January of the year of the program (over the summer school holidays), an enrolment pack will be sent to each family. This pack will include an orientation interview time, a blue enrolment form and various other forms for your family to fill in and complete before the start of the program.

Note: Please inform us if you will be away over this holiday period.

ORIENTATION

An orientation interview will be conducted in the first days of Term 1. Staff will be able to meet parents, conduct interviews, collect all completed enrolment forms, discuss centre policies and be available to answer any questions you may have. This will also be an opportunity for your child to meet the educators.

ENROLMENT AND ORIENTATION POLICY

If you require a copy of All Saints Pre School's Enrolment and Orientation Policy, please contact the Administration Officer on Ph: 5967 1117 or email: admin.all.saints.kin@kindergarten.vic.gov.au

