



Enrolment priority of access policy

QUALITY AREA 2: GOVERNANCE AND LEADERSHIP		
7.3	Governance	Administration systems enable the effective management of a quality service

Due to Greenwith Kindergarten experiencing continual high demand for enrolment places, it has been necessary to define "Priority of Access" to the preschool and program through a formal Enrolment Policy.

When parents initially enquire about enrolment at the Kindergarten they will be invited to complete a registration of interest. This form is dated when it is received by staff and placed into the filing system according to the priority areas below and date.

When the Kindergarten is reaching capacity, PRIORITY OF ACCESS will be given in the following order:

1. Families residing or moving into the Greenwith Kindergarten catchment area, as determined by the DfE Golden Way Partnership. (Proof of address will be requested as per DfE Enrolment Policy)
2. Families living outside of the above areas (in the following order):
 - a. who had siblings who have attended the Greenwith Kindergarten in the past and are already part of the kindergarten community
 - b. who have children already attending either Greenwith Primary School or Our Lady of Hope School
 - c. whose children will be attending either Greenwith Primary School or Our Lady Of Hope School
 - d. families who use caregivers in the Greenwith catchment area.
3. Families living outside of the catchment area who are attending schools out of the Greenwith area e.g Kings Baptist, Pedare, Torrens Valley, Tyndale, St David's.

Within all these categories, priority will be given to children with additional needs, children from English as a Second Language backgrounds, children from age 3 who are under the Guardianship of the Minister and children from the age of 3 who are Aboriginal or Torres Strait Islander's.

When the site has not reached capacity, all families in the above groups will be given access to attend.

If the Kindergarten is unable to offer you a place at the time of eligibility, information of other Kindergartens with possible places will be shared with you. It is important that families place children's names down at their local Kindergarten in the first instance. This is a practice supported by the DfE Golden Way Partnership to ensure equity. Parents always have choices of where they wish to send their children to Kindergarten but must acknowledge that a local family must be given first access to their local Kindergarten. Places will be offered in the year before children are eligible to start, on a timeline determined by DfE.

The Director reserves the right to exercise discretion when applying this policy at all times.

This policy was endorsed by the Governing Council

Approvals

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Version: 0.1

Approved by: Director - Stephanie Mills

Approved by: Governing Council - Greenwith Kindergarten

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