



# Kellyville Preschool

3-5 President Road, Kellyville 2155 • (02) 9629 2174 • info@kellyvillepreschool.org.au • www.kellyvillepreschool.org.au

## Application for Registration

updated June, 2018

**Application Fee \$20 (non refundable)**

<b>Parent 1 (please tick)</b>	Parent <input type="checkbox"/>	Carer <input type="checkbox"/>	Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Surname			First Name		
<b>Parent 2 (please tick)</b>	Parent <input type="checkbox"/>	Carer <input type="checkbox"/>	Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Surname:			First Name:		
Address:			Suburb:	Postcode:	
Home Phone Number:			Mobile Number:		
Email Address:					
Child's Surname:			Child's First Name:		
Child's Date of Birth:			Year during which enrolment is desired:		
Does your child have any specific needs/disabilities?					
<u>Cultural Background</u> <i>Indigenous</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Other (please specify)</i> .....			Is English your child's second language? Yes <input type="checkbox"/> No <input type="checkbox"/> Will your child need support to understand and speak English? Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>Do you have a low Income Health Care Card or Pensioner Concession Card?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>					
<b>Please indicate below your preferences by numbering 1 to 4</b>					
Monday, Tuesday, Wednesday				Monday, Tuesday	
Wednesday, Thursday, Friday				Thursday, Friday	

- No child will be accepted onto the waiting list before two years of age.
- At present we operate three and two day programs. This may be varied from year to year.
- This is an Application for Registration ONLY and does not guarantee placement.
- The Preschool is an incorporated organisation, founded after much hard work by a group of interested citizens. Its continuance to function effectively can only be achieved by the active interest and support of the parents.
- Please note: After lodgement of this Registration Form a letter of confirmation of Registration is forwarded to you with a receipt for the \$20 Registration Fee. If you do not receive your letter of confirmation and receipt within 28 days, please contact Administrative Assistant, Mon – Fri between 9.30am to 12pm.

Date	Signature of parent/guardian
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Kellyville Preschool Inc.  
 PO Box 20, Kellyville. NSW. 2155  
 Office Hours are 9.30am – 12.00pm only Monday to Friday

Bank details: Account Name: Kellyville Preschool Inc  
 BSB No.: 032 131  
 Account Number: 540038



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## Access & Equity

The preschool waiting list is such that we are unable to enrol in any one year all the children who are eligible for enrolment, therefore a policy is required that enables equitable access to places available.

All children have a right to attend preschool for at least one year prior to school entry.

The preschool enrolment policy will support priority of access being given to –

- *Children in their year before school (being at least four years old on or before 31 July in the year of preschool enrolment);*
- *Aboriginal children (being at least three years old on or before 31 July in the year of preschool enrolment);*
- *Children from low-income Health Care Card holding families (being at least three years old on or before 31 July in the year of preschool enrolment).*

### **Specific Needs Children**

Funding is provided to the preschool by DOCS to help the preschool provide appropriate care for children enrolled with specific needs. The preschool Nominated Supervisor is responsible for assessing the individual needs of each child (on the waiting list with a special need) and the preschool then provides access according to each child's assessed needs.

Documentation from professionals working with the child/family is sought to ensure the Nominated Supervisor can make an informed and appropriate decision.

### *Please note:*

- The preschool has an Anaphylaxis Policy and is an Allergy Aware zone. According to this policy food may be excluded according to need.
- Application Fee of \$20 is non refundable *The Application Fee is for administration costs associated with processing of the application and may include a meeting with the administrative assistant/Nominated Supervisor and a visit to the playrooms.*