PRESCHOOL WAITING LIST

Please complete the details overleaf to place your child’s name on the waiting list for enrolment in the preschool program when she/he is eligible, as outlined in the DECD Preschool Enrolment Policy.

You will be notified if a place is available prior to your child’s anticipated commencement date; you will then be asked to complete a Preschool Enrolment Form.

The number of vacancies available at each intake depends on the preschool’s physical capacity and the number of children leaving to go to school and therefore will vary at each intake.

INFORMATION PRIVACY STATEMENT

The Department for Education and Child Development (DECD) 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 site and DECD Regional Office to manage 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.
Site details

Site name:  

Child details

First name:  
Surname/ 
Family name:  
Date of birth:  

* Proof of age must be provided prior to enrolment

Gender:  Male  Female  
Address:  
Suburb/Town:  
Postcode:  

In which country was your child born?  Australia  Other  Please specify  

If your child speaks a language other than English at home, what languages (including English) does your child speak?  

Is your child of Aboriginal or Torres Strait Islander origin?  No  Yes, Aboriginal  Yes, Torres Strait Islander  

Is this child 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.

Parent / Guardian details

Given name:  
Family name:  
Relationship to child:  
Signature:  
Home phone:  
Mobile:  
Email:  
Date:  

Details of person completing waiting list form (if other than parent/ guardian )

Name:  
Signature:  
Role:  
Date:  

Site use only

Priority of Access assigned:  

Preschool preferences

Closest Preschool

Term dates

<table>
<thead>
<tr>
<th>Term</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
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</thead>
<tbody>
<tr>
<td>T 1</td>
<td>28/1-11/4</td>
<td>27/1-10/4</td>
<td>1/2-15/4</td>
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<tr>
<td>T 2</td>
<td>28/4-4/7</td>
<td>27/4-3/7</td>
<td>2/5-8/7</td>
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<tr>
<td>T 3</td>
<td>21/7-26/9</td>
<td>20/7-25/9</td>
<td>25/7-30/9</td>
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<td>T 4</td>
<td>13/10-12/12</td>
<td>12/10-11/12</td>
<td>17/10-16/12</td>
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Anticipated Preschool start dates

Early entry (if eligible and capacity permits)  
start:  term  year  Date:  
Pre entry start:  term  year  Date:  
Preschool start:  term  year  Date:  
School start:  term  year  Date:  

Date enrolment details entered in EYS:  
EDID:  
Date contacted:  
If place available, enrolment interview scheduled on  
Time:  
Enrolment form completed on:  
Group/Room:  

Does your child have any additional needs or a diagnosed disability?  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:
Western Adelaide Shores Partnership
Preschool Pre Enrolment Form

To ensure all families have equitable access to their local preschool this pre enrolment form has been developed by the Barbara Kiker Memorial Kindergarten, Elizabeth O’Grady Kindergarten, Fulham Park Preschool, Hendon Preschool, Henley Community Kindergarten, West Beach Kindergarten, West Lakes Kindergarten and West Lakes Shore Kindergarten.

Please complete the details below if you are considering attending any of the above centres.
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 Term 3 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 2 list.

**PRIORITY OF ACCESS**

All Western Adelaide Shores Partnership Preschools operate a Priority of Access procedure to manage enrolments where the demand for preschool places exceeds the centre 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 1**
- a. Children who live within the kindergarten’s Priority of Access areas.
- b. 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 2**
- a. Children who are cared for by a family day care provider, childcare or other carer in the designated priority catchment area **OR**
- b. Children enrolled or siblings are enrolled at a local feeder school **OR**
- c. Children whose siblings have previously attended the preschool previously **OR**
- d. Children who already attend an Associated Program at the preschool – e.g. playgroup, occasional care

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 been allocated a place.

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

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<tbody>
<tr>
<td></td>
<td>Barbara Kiker Memorial Kindergarten</td>
<td>14 Sydney Avenue, Kidman Park SA 5025 PH: 83563430</td>
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<tr>
<td></td>
<td>Elizabeth O’Grady Kindergarten</td>
<td>6 Charles Sturt Avenue, Grange SA 5022 PH: 8356 8035</td>
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<tr>
<td></td>
<td>Fulham Park Preschool</td>
<td>28 Castlebar Road, Lockleys SA 5032 PH: 8356 3913</td>
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<td></td>
<td>Hendon Preschool</td>
<td>Cedar Avenue, Royal Park SA 5014 PH: 8345 3190</td>
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<td></td>
<td>Henley Community Kindergarten</td>
<td>8 White Street, Henley Beach SA 5022 PH: 8356 2300</td>
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<td></td>
<td>West Beach Kindergarten</td>
<td>13 Winston Crescent, West Beach SA 5024 PH: 8356 7081</td>
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<td>West Lakes Kindergarten</td>
<td>294 Sportsmans Drive, West Lakes SA 5021 PH: 8353 1282</td>
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<td></td>
<td>West Lakes Shore Kindergarten</td>
<td>Edwin Street, West Lakes Shore SA 5020 PH: 8449 1189</td>
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<td>Other … please detail</td>
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