

BERRY COMMUNITY PRESCHOOL INC – ENROLMENT POLICY

PRIORITY OF ACCESS GUIDELINES

AIM:

- To ensure that all staff, management committee, parents and prospective parents understand how Pre-School determines allocation of enrolment places each year.
- To ensure that all staff, management committee, parents and prospective parents understand what Pre-School's obligations are to our funding partner Department of Education and Communities (DEC) , Start Strong Funding.

EXPLANATION:

In matters relating to enrolment Berry Pre-School is bound by two main regulations.

1. The number of places we are able to provide as determined by local council and our Service Licence.
2. The Priority of Access Guidelines set out by our funding partner Department of Education & Communities with our Start Strong Funding Guidelines.

We are currently licensed for 24 children per day.

START STRONG FUNDING PRIORITY OF ACCESS FOR ENROLMENT

Priority of access Services are required to give equal priority of access to:

- children who are at least 4 years old on or before the 31 July in that preschool year and not enrolled or registered at a school
- children who are at least 3 years old on or before 31 July and from low income and Aboriginal families
- children with English Language needs
- children with disabilities
- children who are at risk of significant harm (from a child protection perspective).

There is no order of priority assigned to the list of points above. The guidelines are intended to assist services with making enrolment decisions, in a way that seeks to allocate places to those in the greatest need. However, the particular community needs of the preschool will also be relevant.

Beyond these constraints we are also responsible to consider:

- The make-up of our Preschool population as it effects our funding entitlements.
- What is the best way of providing what Berry Community sees as the best possible service to Berry Community.

Factors (in no particular order) that increase the quality of our service to our community.

- Providing 2-3 days per child in the year before they go to school.

Implementation:

In years where demand exceeds places available, additional criteria will apply (in the following order will be used to determine where places are allocated).

Equal Priority of Access as per DEC guidelines will be given to:

- Children who are at risk of harm.
- Children in their year before school (with highest priority going to children closest to school entry).
- Indigenous Children
- Children from Low Income Families
- Children from Culturally and Linguistically diverse backgrounds
- Children with disabilities.

Berry Community Pre-School Additional Criteria in order of Priority:

1. Children already attending the centre and returning in the following year. If the child is living out of the intake area positions may be limited to a minimum of 15 hours (ie. 2 days) per week.
2. Children whose residential address falls within the intake area for Berry Public School on application. Proof of address may need to be provided to verify eg. rates, electricity account.
3. Children who are eligible to attend Berry Public School (due to sibling right or other).
4. Other children – of any address.

Further Explanation:

Berry Community Pre-School understands that occasionally some situations will warrant special consideration. Therefore special applications may be submitted which will be assessed on their merits, however, the management committee is under no obligation to vary this policy.