

ENROLMENT FORM

FOUR YEAR OLD KINDERGARTEN

I WISH TO REGISTER MY CHILD TO ATTEND 4 YEAR OLD KINDERGARTEN IN:

2010: Children born between 1/1/05 and 30/4/06

2011: Children born between 1/1/06 and 30/4/07
2011 Enrolments will not be accepted until 1st March 2009

2012 Enrolments will not be accepted until 1st March 2010

REGISTER SEPARATELY WITH YOUR LOCAL KINDERGARTEN FOR ATTENDANCE AT A 3 YEAR OLD KINDERGARTEN PROGRAM.

OFFICE USE ONLY
T161 44390.21.6789

Date received:

CHILD'S DETAILS (BLOCK LETTERS PLEASE)

Given Names: _____ Surname: _____

Date of Birth: ___/___/___ Male or Female (please circle)

PARENT/GUARDIAN DETAILS

Mr/Mrs/Ms: Given Names: _____ Surname: _____

Date of Birth ___/___/___ **I have previously used Banyule Council Services**

Address: _____
_____ Postcode _____

Telephone: (H) _____ (Mob) _____ (W) _____

If you do not live in Banyule please indicate your reason for enrolling:

- Use home based childcare within Banyule (e.g Family Day Care or relative)
- The first preference listed below is the closest kindergarten to my home
- Other _____

KINDERGARTEN PREFERENCES:

We encourage you to visit your local kindergartens to ensure that the program, fees and hours etc are suitable.
You may list 1, 2 or 3 Kindergartens. Only list Kindergartens from which you would ACCEPT AN OFFER

1. _____
2. _____
3. _____

Office Use Only

BCC

NBCC

COMMENTS (Please tick if applicable)

My child has additional needs.

Comments: _____

My Child is likely to require some special assistance when attending Kindergarten

Comments: _____

IMPORTANT

⇒ Please attach a photocopy of proof of age such as birth certificate or passport etc.

⇒ Please attach your cheque or money order for \$18.50 (payable to Banyule City Council)

OR

If you have a current Health Care Card Number, then please tick here:

⇒ Post to **Kindergarten Enrolment Officer,
PO Box 51
Ivanhoe 3079.**

⇒ or you can take the form to any one of Council's Service Centres:
Rosanna: 44 Turnham Avenue
Ivanhoe: 275 Upper Heidelberg Road
Greensborough: 9 -13 Flintoff Street (Note that this office may close mid 2009)

Council respects all personal and confidential information you give and will do everything possible to protect information from unauthorised access, loss or misuse. Information collected from you is required for the delivery of Council Services in accordance with Council's powers, functions and purposes under the Local Government Act 1989 and other relevant legislation. It may also be used by Council to conduct research and customer satisfaction surveys so that we may better understand community needs and can improve service delivery. Should you need to change or access your personal details, please contact the children's service your child is attending.

I _____ (please print your name) understand that the information provided above will be used in accordance with relevant legislation and declare that this information is correct to the best of my knowledge.

Signature _____

Date: _____

RETAIN THESE PAGES FOR YOUR REFERENCE
KINDERGARTEN ENROLMENT INFORMATION

Please read this document carefully.

Additional copies are available from Council, any Kindergarten or Maternal & Child Health Centre.

WHAT IS 4 YEAR OLD KINDERGARTEN?

Four year old kindergarten is a one year program for children the year before they start school and is available from kindergartens and some Long Day Care Centres. If you require your child to attend for more than 10 – 12 hours per week, then you need to register separately with individual Long Day Care Centres and check that a qualified Early Childhood Teacher is employed. This enrolment form should only be used if you wish to register for the sessional kindergarten program that is offered by our community managed centres

COMMUNITY MANAGED KINDERGARTENS

Children attend for approximately 10 to 12 hours per week. Some kindergartens offer additional hours of childcare. Information about programs, session times, and fees is displayed on their noticeboards. Kindergartens are generally run by volunteer parent committees, elected each year at the Annual General Meeting. They are registered with the Department of Education and Early Childhood Development, which monitors them to ensure that standards are maintained.

COST OF KINDERGARTEN

Kindergartens are subsidised by the State Government to make it affordable for all families. Families who have a Health Care Card receive an additional discount on the kindergarten fees each term. The actual fee per term is set by each individual kindergarten.

WHY ATTEND KINDERGARTEN?

Kindergarten will help your child to develop language and listening skills, confidence and independence, physical and creative skills, a desire to learn and discover, and the ability to work co-operatively with other children and adults. The kindergarten teacher is responsible for planning an educational program to take into account the child's needs and interests. There is an emphasis on a play-oriented approach to learning to suit the developmental level of the individual child. There is considerable variation in the programs offered and the hours of operation of kindergartens. You are encouraged to visit any kindergarten which you may be interested in having your child attend, but please phone first for an appointment so that the teacher is able to speak with you personally. Some additional information about session times and fees is available on Council's website www.banyule.vic.gov.au.

ELIGIBILITY FOR FOUR YEAR OLD KINDERGARTEN

Children are eligible to attend four year old kindergarten if they will turn four years old by the 30th April in the year of attendance. Parents of children born in the months January through April, have the choice of which year to enrol their child. If your child will not be four years old at the start of his/her four year old kindergarten year, you will need to think seriously about whether your child will be ready for kindergarten. Of these, children born in February, March or April are generally the most vulnerable to problems that can result from starting kindergarten and school too early. A second year of kindergarten will only be approved for those children who have a proven developmental delay.

PRIORITY OF ACCESS TO PLACES

Parents may apply for positions in Banyule even if they do not live in the municipality. Priority of access will be given to children whose family live in Banyule, who use home based child care in Banyule or who wish to attend a Banyule kindergarten which is the closest kindergarten to their home even though they do not reside in Banyule.

CHILDREN WITH SPECIAL NEEDS

If you think your child has special needs, you should indicate this in the comments section on the enrolment form. Special needs could include developmental delay, a medical condition or an illness. This information is important so that your kindergarten teacher may assist you to apply for additional resources to support your child at the kindergarten or to work with you to develop a specialised program.

3 YEAR-OLD KINDERGARTEN

Most kindergartens offer 3 year-old kindergarten sessions. If you wish to send your child to 3 year-old kindergarten, you will need to apply directly to the kindergarten(s) of your choice. Your child must already be 3 years old before starting at kindergarten. These programs are not subsidised by the State Government and are therefore more expensive.

NOTE: Attendance in a 3 year old program does not guarantee that you will be offered a place in the 4 year old program at the same pre-school.

FOUR YEAR OLD ENROLMENT PROCEDURE

Banyule City Council operates a centralised enrolment system for 4-year-old kindergarten for all kindergartens in the municipality.

1. Complete the attached form when eligible to do so.
2. Attach proof of age such as a PHOTOCOPY of your child's birth certificate, or passport or the appropriate page of the MCH book.
3. Attach your cheque or money order for \$18.50 payable to Banyule City Council

OR if you have a current Health Care Card then please tick the box and you do not need to pay the fee.

(NOTE: the \$18.50 is a non-refundable processing fee)

4. List the 1, 2 or 3 kindergartens, which you may be interested in your child attending in order of preference.
5. POST to Kindergarten Enrolment Officer, PO Box 51, Ivanhoe 3079

OR you can take the form to any one of Council's Service Centres:

Greensborough: 9 -13 Flintoff Street (Note this office may close mid 2009)

Rosanna: 44 Turnham Avenue

Ivanhoe: 275 Upper Heidelberg Road

Once the form is received at Council, a confirmation notice will be sent (usually within four weeks).

- Any changes to address, phone numbers, kindergarten preferences, or other information on the child's enrolment should be notified, in writing, to Kindergarten Enrolment Officer, PO Box 51, Ivanhoe 3079 or by telephoning 9457 9954.
- After 31st May in the year prior to attendance, any variation to preferences will be treated as a new application.
- Queries can be addressed to the Kindergarten Enrolment Officer on 9457 9954 or the Enrolment Secretary of your preferred kindergarten.

NOTE:

There are separate enrolment systems for 3 year old programs – you need to contact your preferred kindergarten.

Attendance at a 3 year old kindergarten program does not guarantee your child a place in the 4 year old program at the same kindergarten.

HOW OFFERS OF KINDERGARTEN POSITIONS ARE MADE

Most children will be allocated a place at their first preference kindergarten. Parents should only list those kindergartens for which they are happy to accept a place.

Parents may apply for positions in Banyule even if they do not reside in the municipality. Priority of access will be given to children whose family lives in Banyule, who use home based child care in Banyule or who wish to attend a Banyule kindergarten which is the closest kindergarten to their home.

Commencing in July in the year prior to the kinder year, offers will be made in order of date of enrolment subject to the priority of access. If you do not receive your first choice of kindergarten, you may accept a lower offer. At the same time you may choose to continue to receive offers from other kindergartens higher on your list of preferences as vacancies occur, up to the end of October. Any vacancies that arise after this date, will be offered to those children who have not yet been allocated a place in any of the kindergartens of their choice.

WHAT HAPPENS TO MY PLACE ON THE CENTRAL ENROLMENT SYSTEM REGISTER IF I DEFER MY CHILD'S YEAR OF KINDERGARTEN?

If you decide, prior to the start of the kindergarten year, to defer your child's attendance to the following year, you will retain your original date of enrolment. This option generally only applies to children born in the January to April period, unless there are special circumstances.

THREE YEAR OLD KINDERGARTEN ENROLMENT

There is no centralised enrolment for three year old kindergarten. Each kindergarten maintains its own enrolment system. There is no automatic flow on of positions from three year old groups to four year old groups at the same kindergarten, because it would be prejudicial to children who do not attend three year old kindergarten.

Banyule City Council takes no responsibility for possible changes, which may occur, to rules in allocation of places, between now and the year of attendance of your child at kindergarten.

Children's Services	09664 Enrolment Form	InfoVision Ref: <i>Optional</i>	Last Amended: 05/01/09	Page 4 of 6
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Apollo Parkways Preschool 31 Plenty River Drive, Greensborough 3088 9435 8752 Melway Map 10 K12	Heidelberg Preschool Orient Place, Heidelberg 3084 9457 2492 Melway Map 31 K4	St Helena Preschool 22-28 Wallowa Road, Eltham North 3095 9438 4140 Melway Map 11 G9
Audrey Brooks Preschool 347 Bell Street, Heidelberg West 3081 9459 1931 Melway Map 31 E3	Interlaken Preschool 19 Interlaken Parade, Rosanna 3084 9458 1148 Melway Map 20 C11	Viewbank Preschool Corner Lyon Road & Duff Parade Viewbank 3084 9459 2627 Melway Map 20 F10
Briar Hill Preschool 118 Karingal Drive, Briar Hill 3088 9435 2734 Melway Map 21 E2	Ivanhoe Uniting Kindergarten Seddon St, Ivanhoe 3079 9499 5797 Melway Map 31 F8	Wahroonga Preschool 66 Wahroonga Cres, Greensborough 3088 9434 6089 Melway Map 11 D11
Bundoora Preschool 20 Noorong Avenue, Bundoora 3083 9467 5343 Melway Map 19 K2	Lower Plenty Preschool 1 Para Road, Lower Plenty 3093 9434 6490 Melway Map 21 A8	Warrabee Park Preschool 10 The Rameo, Bundoora 3083 9467 4446 Melway Map 10 B12
Delta Road Preschool 15 Delta Road, Watsonia 3087 9434 1113 Melway Map 20 G5	Macleod Preschool Birdwood Avenue, Macleod 3085 9457 6284 Melway Map 20 B8	Watsonia North Preschool 68 Macorna Street, Watsonia 3087 9434 1998 Melway Map 10 E12
East Ivanhoe Preschool 1 King Street, East Ivanhoe 3079 9499 6493 Melway Map 31 K8	Olympic Village Preschool 29 Alamein Road, Heidelberg West 3081 9459 9195 Melway Map 19 E11	Watsonia Preschool 19 Crellin Crescent, Watsonia 3087 9434 4767 Melway Map 20 E3
Fairy Hills Preschool Thyer Road, Ivanhoe 3079 9499 5429 Melway Map 31 E10	Panorama Heights Preschool 3 Mitchell Avenue, Montmorency 3094 9439 7014 Melway Map 21 E8	Winston Hills Preschool 24 Rohan Street, Viewbank 3084 9459 7593 Melway Map 20 G12
Grace Park Preschool 179 Nepean Street, Greensborough 3088 9435 6179 Melway Map 20 J4	Rosanna Uniting Preschool 23 Bellevue Avenue, Rosanna 3084 9458 1060 Melway Map 19 K12	Yallambie Park Preschool Cnr Yallambie Rd & Binowee Ave, Yallambie 3085 9435 9469 Melway Map 20 J8
Greenhills Preschool Community Drive, Greensborough 3088 9434 3379 Melway Map 21 B1	Sherbourne Preschool 156 Sherbourne Road, Montmorency 3094 9439 2992 Melway Map 21 F4	Yandell Preschool Community Drive, Greensborough 3088 9435 9472 Melway Map 21 B1
Greensborough Preschool 17-19 Ester Street, Greensborough 3088 9434 4645 Melway Map 20 H2	St Andrews Preschool Cnr Rattray & Mountainview Roads, Montmorency 3094 9435 6946 Melway Map 21 D6	

Long Day Care Centres may also offer kindergarten programs, contact those centres directly.

LOCATION OF PRE-SCHOOLS IN BANYULE

