



VALE PARK PRESCHOOL

Priority of Access Policy

National Quality Standard 6.1 Regulation 168 (2) (k)
Key related regulations 160, 161, 162, 177

PURPOSE

The Vale Park Preschool Priority of Access Policy will inform parents/guardians of the criteria that will be used to prioritise enrolments in the event that the site has reached enrolment capacity.

Enrolments will be determined in accordance with the Preschool Enrolment Policy of the Department of Education and Child Development (DECD) and National Quality Framework (NQF) Regulation (staff/child ratio).

SCOPE

Families are entitled to enrol in any DECD preschool service across South Australia; however, where the demand for preschool places exceeds the NQF Regulation (number of places available) at this site then the priority of access policy will apply to guide equity in allocating preschool places.

OBJECTIVES

Parents / guardians who register intent to enrol at the Preschool will have their application for enrolment assessed by the site leader, Governing Council and / or Regional Office staff as outlined in Policy Details. Where a place cannot be offered parents / guardians will be provided with the names and contact details of alternate local preschools.

PROCEDURE DETAILS

Enrolments will be assessed using the following criteria: -

Criteria 1: To be used if demand exceeds NQF Regulation
(Note: The Regional Office has agreed to ensure that at least one option is available to all families living in the region.)

Children residing in the immediate local area, known as the catchment area will have first priority.

Our site's catchment area is defined by North East Road, OG Road, Payneham Road and Stephen Terrace.

Criteria 2: To be applied if demand exceeds NQF Regulation but not all places are filled through criteria one.

Children who have a primary carer residing in the catchment area and/or have a sibling who previously attended the Preschool will have second priority.

Criteria 3: To be applied if demand exceeds capacity but not all places are filled through criteria one and two.

Children who have a sibling attending Vale Park Primary School will have third priority.

Criteria 4: To be applied if demand exceeds capacity but not all places are filled through criteria one, two and three.

Children who meet one or more of the following indicators;

- 3.1 A child at risk of serious abuse or neglect
- 3.2 Identifies as Aboriginal or Torres Strait Islander
- 3.3 Child under the Guardianship of the Minister
- 3.4 Children in families which include a disabled person
- 3.5 Children in socially isolated families

Criteria 5: To be applied if demand exceeds capacity but not all places are filled through criteria one, two, three and four.

Children who live closest to the Preschool will be contacted in order of their date of Registration.

*It is up to the discretion of Governing Council lead by the Director to respond to individual cases of merit.

4. ROLES AND RESPONSIBILITIES

Who	Roles and Responsibilities
Site Leader or delegate	<ul style="list-style-type: none">• Ensures that all enrolling parents / guardians are made aware of the Preschool Priority of Access Policy.• Ensures that all staff dealing with enrolment enquiries are aware of and understand the enrolment procedure.• Liaises with neighbouring centres to establish geographic boundaries.• Notifies the Regional Office and neighbouring centres when the centre is close to enrolment capacity.• Advises parents / guardians of alternate

	local preschools if a place cannot be offered at this site.
Governing Council	<ul style="list-style-type: none"> • Ratifies the Preschool Priority of Access Policy. • Ratifies the priority catchment area.
Regional Office Staff	<ul style="list-style-type: none"> • Ensure access to preschool for all eligible children living in the region • Endorse the Priority of Access Policy. • Approve priority catchment area in conjunction with those set by surrounding preschools. • Coordinate an annual process to identify enrolment pressures and consider strategies to alleviate pressures and disseminate to site leaders.

5. MONITORING, EVALUATION AND REVIEW

This policy which is published on our website has been ratified by the Governing Council and is subject to regular review by the Governing Council and Regional Office Staff.

6. ASSOCIATED DOCUMENTS

Department of Education and Child Development (DECD) Enrolment Policy and Guidelines

This policy was ratified by Governing Council on:

Date:

Chairperson:

Director:.....