Two Wells Community Children’s Centre (kindy) 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.

If organisations are contracted on behalf of DECD to undertake tasks that require access to waiting list data, the contract(s) between DECD and those organisations will include strict confidentiality and disposal provisions.

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 preschool 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

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.

Preschool Priority of Access Policy

Priority 1a: Children living in the immediate local area, known as the priority catchment area will have 1st priority.

Priority 1b: If there are insufficient places to accommodate all children then priority should be given to the following children.

- A child at risk of serious abuse or neglect
- Identifies as Aboriginal or Torres Strait Islander
- Child under the Guardianship of the Minister
- A child or parent with a disability
- Children in socially isolated families
- Families without access to transport
- Children in families with culturally and linguistically diverse backgrounds

Priority 2: To be applied if all families in the catchment area have been accommodated and the site still has vacancies.

- Children who are currently attending other DECD funded programs at the centre eg occasional care, long day care.
- Children who are attending childcare in the catchment area but do not meet priority 1
- Children who are enrolled to attend a co-located school (Two Wells Primary School)
- Siblings have previously attended the preschool

If you are unsure about anything please contact the centre and speak with Sarah on 85202358

Site details
Site name: Two Wells Community Children’s Centre (KINDY)

Child details
First name: 
Surname/Family name: 
Date of birth: 
Gender: Male [ ] Female [ ]
Address: 
Suburb/Town: 
Postcode: 

Does your child have any additional needs or a diagnosed disability that would make them eligible for early entry as described in the preschool enrolment policy? 
[ ] No [ ] Yes
If yes, please provide details:

Intended School:

Children under guardianship of the Minister and Aboriginal children are entitled to start preschool from 3 years of age.

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

Is the child/student 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.

Additional information
Add any other questions needed to determine local priority of access categories

Parent / Guardian details
Given name: 
Family name: 
Relationship to child: 
Signature: 
Date: 
Mobile: 
Home phone: 
Work phone: 
Email: 

Details of person completing waiting list form (if other than parent/guardian)
Name: 
Signature: 
Role: 
Date: 

Site use only

Priority for allocating places in Preschool service

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<th>Term dates</th>
<th>2012</th>
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<th>2014</th>
<th>2015</th>
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<td>26/4-6/7</td>
<td>26/4-6/7</td>
<td>23/4-3/7</td>
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<td>T 3</td>
<td>16/7-21/9</td>
<td>22/7-27/9</td>
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<td>14/10-13/12</td>
<td>13/10-12/12</td>
<td>12/10-11/12</td>
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</tbody>
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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: 

Preschool Waiting List Form version 1.1 March 2012