



Lucy Morice Kindergarten

...Learning Together in Friendship

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**Government
of South Australia**

Department for Education
and Child Development

Preschool Priority of Access Policy

Purpose

Enrolments will be determined in accordance with the DECD, preschool enrolment policy and this procedure will inform parents/caregivers of the criteria that will be used to prioritise enrolments in the event that the site has reached enrolment capacity.

Scope

Families are entitled to enrol in any DECD preschool service across S.A., however where the demand for preschool places exceeds the capacity of a site then the priority of access procedure will apply to guide equity in offering preschool places.

Objectives

Parents/caregivers who register intent to enrol in the preschool will have their application for enrolment assessed by the Director as outlined in procedure details. Where a place cannot be offered parents/ caregivers will be provided with alternate names of local preschools.

Procedure Details

Enrolments will be assessed using the following criteria:-

Criteria 1: To be used if demand exceeds capacity

(Note: Regional Office agreed to ensure that at least 1 option is available to all families living in the region)

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

The boundaries for Lucy Morice Kindergarten consist of:

Main North Road, Nottage Terrace, Stephen Terrace, River Torrens, Bundeys Road, Mackinnon Parade, Brougham Place, Kingston Terrace, Robe Terrace

Criteria 2: To be applied if the number of enrolments meeting criteria 1 exceeds capacity.

Children who meet the 1st criteria **AND** 1 or more of the following indicators;

- 2.1 a child at risk of serious abuse or neglect
- 2.2 an Aboriginal or Torres Strait Islander
- 2.3 children under the guardianship of the Minister
- 2.4 children in families which includes a disabled person
- 2.5 children with a disability
- 2.6 children in socially isolated families
- 2.7 children in families with culturally and linguistically diverse backgrounds
- 2.8 children of single parents
- 2.9 other:
 - Children transitioning to local school
 - Children with siblings attending local schools
 - Children with a sibling that has attended the kindergarten
 - Children who have attended Lucy Morice Kindergarten Occasional Care program
 - Children of parents who have businesses in the local area (at discretion of Director)
 - At the discretion of the Director

Roles and Responsibilities

Site leader or delegate:

- ensure that all enrolling parents/caregivers are made aware of the Preschool Priority of Access Procedure
- ensure that all staff dealing with enrolment enquiries are aware of and understands 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
- will advise Parents/Caregivers of alternate local preschools if after assessment of enrolment a place cannot be offered at this site

Governing Council:

- will ratify the Priority of Access Procedure
- will ratify the priority catchment area

Regional Office Staff:

- ensure access to preschool for all eligible children living in the region
- endorse a Priority of Access Procedure
- 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.



Policy Created:

Review Date: March 2021

Revision Dates: March 2018, March 2017, March 2016

Director: *Ros Wright / Lisa Ringwood*

Authorised on behalf of Governing Council: *Laura Hartley*