



GULGONG PRE-SCHOOL INCORPORATED

QUALITY AREA 7: LEADERSHIP AND SERVICE MANAGEMENT

Priority of Access

Policy Review Date: March 2024

Introduction

Enrolment is in accordance with "Priority of Access" guidelines laid down by the Dept. of Education and Communities.

This policy has been developed to ensure the Gulgong Pre-School complies with the *Priority of Access Guidelines* set by *Family Assistance Law* and defined by *NSW State Government Funding Agreements*. Failure to meet these Guidelines is a breach of the conditions of continued approval for receiving Child Care Benefit and State Government funding.

Goals - What are we going to do?

The Gulgong Pre-School will follow the *Priority of Access Guidelines* at all times when enrolling children. The waiting list application will reflect these guidelines to ensure that care is provided to families using these priorities.

Strategies – How will it be done?

The Gulgong Pre-School will use the *Priority of Access Guidelines* to prioritise the waiting list and to allocate available education and care places to families.

The *Priority of Access Guidelines* followed by state funded preschools are defined by NSW State Government funding Agreements. In no particular order, these are:

- Children who are at risk of harm
- Aboriginal and Torres Strait Islander children
- Children from low income families
- Children from culturally and linguistically diverse backgrounds
- Children with disabilities
- Children in their year before school (with highest priority given to children closest to school entry)

The Gulgong Pre-School endeavors to meet the needs of the children and families in our community while complying with the above guidelines.

In Addition:

Priority will be given to Gulgong children and children re-enrolling at Pre-School.

Priority will be given to children on our waiting list according to their age and then length of time on the list.

Children must be 3 years old.

A child who is not old enough to attend school the following year will only be offered a place on a full day after all children who are eligible for school the following year have been offered a place.

Where possible we aim to accommodate parent' s preferences for days of the week and number of days, but this is not always possible.

Emergency admissions will be catered for where possible.

We offer "Casual Days" for children in special circumstances if there is a vacancy.

Evaluation

All enrolments will strictly adhere to the *Priority of Access Guidelines* to ensure equity and consistency for the community. Children will be enrolled according to our “Priority of Access” guidelines.

Statutory Legislation & Considerations

- Child Care Benefit (Eligibility of Child Care Services for Approval and Continued Approval) Determination 2000 (subsection 2051 Family Assistance (Administration) Act)
- Priority of Access Guidelines for child care services
- Department of Education and Communities Funding Agreement
- Family Assistance Law

Children (Education and Care Services National Law Application) Act 2010

Education and Care Services National Regulations 2011

Sources

- Department of Education, Employment and Workplace Relations – www.deewr.gov.au
- Department of Families, Community Services and Indigenous Affairs – Child Care Service Handbook 2011-2012
- Department of Education and Communities/Early Childhood education and Care - www.det.nsw.edu.au/what-we-offer/early-childhood-education-and-care
- Department of Education, Employment and Workplace Relations – www.deewr.gov.au
 - Education and Care Services National Regulations 2011: 177
 - Links to National Quality Standard: 6.1.1, 7.3.5

Links to other policies

- Enrolment and Orientation
- Confidentiality
- Child Protection

with acknowledgement to Community Child Care Co-operative (NSW).

