



North East Regional  
Pre School Association



# 2023 Registration Form 4 Year Old Kindergarten

## Child Details

.....  
First Name

Surname Name

Date of Birth

Male

Female

## Parent/Guardian Details

.....  
First Name

Surname Name

Residential Address

Suburb

Postcode

Postal Address (if different from above)

Suburb

Postcode

Phone (Home)

Phone (Work)

Phone (Mobile)

Email



Please indicate your preferred kindergarten by marking a number 1 in the box, then your second and third choice by marking 2 and 3 in the appropriate box.

- Appin Park Kindergarten, Appin Street Wangaratta
- Bernard Briggs Kindergarten, Church Street Benalla
- Chiltern Kindergarten, Main Street Chiltern
- Christopher Robin Kindergarten, Merriwa Park Wangaratta
- Coronation Kindergarten, Swan Street Wangaratta
- Glenrowan Kindergarten, Old Hume Highway Glenrowan
- James Tilson Kindergarten, Burke Street Wangaratta
- Moyhu and District Pre-school, Byrne Street Moyhu
- Munro Ave Kindergarten, Munro Avenue Benalla
- Wangaratta West Kindergarten, Cnr Victory Parade and Orkney Street Wangaratta
- Whorouly Kindergarten, Church St Whorouly

Does your child have an additional need/disability? If yes please give details below: Yes      No

Is your child of Aboriginal or Torres Strait Islander descent? Yes      No

Has your child had contact with ChildFIRST or Child Protection? Yes      No

Is your child requesting a second year of funded kindergarten?  
(Note: second year of funding must be approved by DET) Yes      No

Has your child had siblings attend your preferred Kindergarten? If yes, please give name(s) of sibling and year of attendance below. Yes      No



In order to determine priority of access, please indicate if you are eligible for any of the following concessions and also include a copy of the relevant card with your Registration Form. Please tick all that apply.

Commonwealth Health Care Card

Pensioner Concession Card

Department Veterans' Affairs Gold Card

Temporary Protection/Humanitarian Visas 447, 451,785 or 786

Asylum-seeker Bridging Visas A-F

Refugee or Special Humanitarian Visas 200-217

We will require a copy of the Australian Childhood Immunisation Register Certificate for your child (please see the attached Enrolment Policy Summary for more information).

I have attached my child's current Certificate to this registration form Yes  No

I will forward my child's current Certificate at a later date (this must be received by no later than 1st December 2021) Yes  No

In completing this NERPSA Registration Form I acknowledge that I have read and understood the attached NERPSA Enrolment Policy Summary. I formally request a position for the year 2023 and will proceed with the enrolment upon its confirmation.

Signed	Name	Date
--------	------	------

\*All information given on the Registration Form is deemed to be true. If any information given is found to be incorrect the Kindergarten position may be rescinded.

\* Children must be turning four by 30th April 2023 to register, with all children able to commence from 30th January.

## Thank you for you information

Please return completed forms by **Friday, 15th July 2022** to: Email: [admin@nerpsa.com.au](mailto:admin@nerpsa.com.au) or  
In person/Mail: NERPSA, 1 Handley Street, Wangaratta, Vic 3677



# Enrolment Policy Summary

## ATTACHMENT 1 – General enrolment procedures for funded kindergarten programs

### 1. Registration For A Place

- 1.1. NERPSA will determine the period during which registrations are able to be received for offer of places in the funded kindergarten programs for the following year.
- 1.2. A separate registration form must be completed for each child, and for each proposed year of attendance at the service.
- 1.3. To facilitate the inclusion of all children into the program, the registration form should clearly identify any additional or specific needs of the child (refer to Inclusion and Equity Policy).
- 1.4. Completed registration forms are to be forwarded to the NERPSA office.
- 1.5. Access to completed registration forms will be restricted to the person responsible for the enrolment process and staff at the service, unless otherwise specified by NERPSA.
- 1.6. Registrations will be entered on the waiting list using the eligibility and priority of access criteria.
- 1.7. Registrations received after the closing date will be considered if there are available places, and after all other applicants have been offered a place, in line with the eligibility and priority of access criteria of NERPSA.

### 2. Offer of Places

- 2.1. Places will be offered in writing to applicants in accordance with the eligibility and priority of access criteria of the service making clear that confirmation of places is not final until an up to date AIR Immunisation History Statement has been received, assessed and found acceptable.
- 2.2. NERPSA requires parents/guardians who have been offered a place to provide an up to date AIR Immunisation History Statement for assessment two months prior to the child first attending the service in order that a confirmed place can be offered.
- 2.3. Parents/guardians who do not have an up to date AIR Immunisation History Statement and whose child is not eligible for the grace period are unable to commence at a service until acceptable documentation is provided.
- 2.4. Parents/guardians who do not wish to accept the offer of a place, or intend to withdraw their enrolment, are requested to notify NERPSA in writing as soon as possible.
- 2.5. An enrolment form and other relevant information will be provided by the individual service to the parent/guardian after a confirmed place has been accepted and the fee has been paid  
~ Where the individual service provides more than one funded kindergarten program, places within the programs will be allocated by the individual service after confirmation of acceptance of a place.

NOTE: Places will not be allocated to children until any outstanding fees owed to NERPSA by the family is paid, or a payment plan is agreed to between the family and NERPSA (refer to Fees Policy).



### 3. Eligibility And Priority Of Access Criteria For The Funded Kindergarten Program

3.1. The following children are eligible for attendance in funded kindergarten programs:

- 3.1.1. Children who turn three years of age by 30 April in the year they will attend funded three-year-old kindergarten (two years before they attend school). A child must have turned three before beginning to attend the service.
- 3.1.2. Children who turn four years of age by 30 April in the year they will attend funded four-year old kindergarten (one year before they attend school).

NOTE: For children born between 1 January and 30 April, parents have a choice about whether they commence school in the year they turn five, or in the following year when they turn six. They can therefore choose whether they commence four-year-old Kindergarten in the year they turn four or the year they turn five and three-year-old Kindergarten in the year they turn three or the year they turn four.

- 3.1.3. Children who have been granted approval to receive funding for a second year of four-year-old kindergarten.
- 3.1.4. Children turning six years of age in their year at kindergarten who have been granted an exemption from school-entry age requirements by their regional office of the DET (Refer to DET Victorian Kindergarten policy, procedures and funding criteria).
- 3.1.5. Children who are younger than the eligible age, but whose parents/guardians have submitted a written request for their child to attend school the following year to their regional office of the DET, or the non-government school their child will be attending (a copy of the written request and DET approval must be attached with the registration).

NOTE: Parents/guardians are to be advised that very few requests are approved by DET. If the child attends kindergarten early, but does not proceed on to school the following year, the child will be unable to access another year unless they are funded by DET for a second year.

- 3.1.6. Three-year-old Aboriginal and Torres Strait Islander children and children known to Child Protection have an ability to attend up to 15 hours a week of a funded early childhood program planned and delivered by a qualified early childhood teacher (Early Start Kindergarten program).

3.2. First priority of access is given to:

- Children at risk of abuse or neglect, including children in Out of Home Care
- Aboriginal and/or Torres Strait Islander children
- Children with additional needs
- Children eligible for the Kindergarten Fee Subsidy

3.3. Second priority of access is given to:

- Children who have received funding for a second year of Kindergarten
- Children who have had siblings attend their preferred Kindergarten
- Children whose nearest kindergarten to their place of residence is a rural kindergarten (Glenrowan, Moyhu, Whorouly and Chiltern will be given priority of access to that rural kindergarten).

3.4. Remaining places will be allocated by ballot.



- 3.5. Exceptional circumstances that require consideration beyond the eligibility and priority of access criteria should be made in writing and will be reviewed by NERPSA on a case-by-case basis.

NOTE: Priority of Access guidelines are to ensure that kindergarten programs are available to those children who stand to benefit the most from attending early education. In mixed age groups, guidelines will equally prioritise three and four-year-old children for first priority of access. Where programs for three- and four-year old children are provided separately, the priority of access criteria will be applied separately for each age cohort.

#### 4. Immunisation information

- 4.1. In order to be offered a place at a Kindergarten, Victorian legislation which commenced on January 1, 2016 requires that a child must be:
- Fully immunised or up-to-date according to the Immunisation Schedule Victoria; or
  - On a catch-up vaccination schedule; or
  - Has a medical condition prevented them from being vaccinated.
- 4.2. An immunisation status certificate will be required to accompany the Registration Form in order for the enrolment to be considered. The required certificate from the Australian Childhood Immunisation Register (ACIR) can be requested at any time by contacting Medicare:
- Phone 1800 653 809
  - Email [acir@medicareaustralia.gov.au](mailto:acir@medicareaustralia.gov.au)
  - Visit the Medicare website
  - Visit your local Medicare office
- 4.3. If the required certificate is unable to be provided, options will need to be discussed with NERPSA as to the enrolment registration. If a child's next vaccinations are due up to two months before Kindergarten commences, a new immunisation status certificate is required to be provided to NERPSA before the child is able to commence.