

KINDERGARTEN (4 YO) APPLICATION FORM 2017



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Application information

One form to be completed for each child

The City of Darebin administers the Kindergarten Centralised Waiting List on behalf of 27 community not-for-profit participating services located in Darebin. A list of the participating services forms part of this application form.

To be eligible to attend Kindergarten in 2017 a child must be four years of age on or before 30th April 2017. Proof of date of birth must be provided.

Confirmation of application

Applications received will be sent a letter of confirmation and centralised waiting list application number within three weeks of receipt of application. It is the responsibility of the parent/guardian to contact the centralised waiting list if they have not received this confirmation letter.

Alterations and changes to your application

Changes to your application will only be accepted in writing to the below email address. Alternatively an Application Alteration Form is available from www.darebin.vic.gov.au/kindergarten or City of Darebin Customer Service Centres.

Address: Kindergarten Centralised Waiting List,
P.O. Box 91 Preston VIC 3072.

Email: kindergartenwaitinglist@darebin.vic.gov.au

Allocation timelines

30 June 2016 – Kindergartens notify City of Darebin of the number of available places for the coming year.

First round allocations will begin in late July for first preference only. Families are required to accept or decline the offer within two weeks by returning an acceptance slip. Families unsuccessful in obtaining a place in this round will be notified in writing.

Second round allocations will begin approximately four weeks after first round for first and second preference only. Families are required to accept or decline the offer within two weeks by returning an acceptance slip. Families unsuccessful in obtaining a place in this round will be notified in writing.

Third round allocations will begin approximately three weeks after the second round. Families are required to accept or decline the offer within two weeks by returning an acceptance slip.

Families unsuccessful in obtaining a place in the third round will be notified and where possible offered any remaining places.

The City of Darebin collects information for the purpose of registering your child for the Kindergarten Waiting List. The information will be used for administration purposes and to inform the Kindergarten of your contact details. No information will be disclosed to any other party except as required by law.

Please return completed application form to:

Darebin Children Families and Community
Kindergarten Centralised Waiting List
P.O. Box 91, Preston VIC 3072.

If returning by post, please ensure you receive confirmation of application within three weeks. The City of Darebin will not be liable for application forms lost in the mail.

Or in person, to any customer service centre below:

Preston Customer Service Centre

274 Gower Street, Preston
8.30am - 5.00pm Monday to Friday

Northcote Customer Service Centre

32-38 Separation Street, Northcote
8.30am - 5.00pm Monday to Friday

Northland Customer Service Centre

50 Murray Road, Northland Shopping Centre
8.30am - 5.00pm Monday to Friday
9am - 12pm Saturday

Reservoir Community and Learning Centre

23 Edwardes Street, Reservoir
10.00am - 5.00pm Monday to Friday

If returning in person, please sign and date your application form at the customer service desk.

This application should be read in conjunction with the Kindergarten Information Sheet.

*For further information go to:
www.darebin.vic.gov.au/kindergarten.*

CONTACT US

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888
F 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au



National Relay Service
TTY dial 133 677 or
Speak & Listen 1300 555 727
or iprelay.com.au, then enter
03 8470 8888



Speak Your Language
8470 8470

Kindergarten (4 YO) 2017

Application form

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The collection and handling of personal information is in accordance with Council's Privacy Policy which is displayed on Council's website and available for inspection at, or collection from, Council's customer service centre/s.

Will your child be aged four years by 30/04/2017?*

Yes

No

**To be eligible to attend a participating kindergarten program, a child must be four years old on or before 30 April in the year that they are to attend the program. Do not complete this form if your child will not be four by this date.*

Please note:

Applications lodged after the 30 April will be considered late and therefore processed after all forms received between 1 February and 30 April 2016.

Completion of this application form does not guarantee a placement in a kindergarten program.

Preferences are nominated on page 5 on this form; please ensure this section is completed.

1. CHILD'S DETAILS

Given Names (as stated on Birth Certificate):

Family Name/Surname:

Date of Birth (dd/mm/yy):

Country of birth:

Gender: Male Female Other

Is your child from a culturally and linguistically diverse background? Yes No

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

Does the child have refugee or asylum seeker status? Yes No

Did the child access an Early Start Kindergarten program in 2016? Yes No

Early Start Kindergarten provides kindergarten to eligible three year old children where programs are offered by a qualified teacher. A child is eligible for Early Start Kindergarten if the child is Aboriginal and/or Torres Strait Islander, or the family has had contact with Child Protection (or been referred by them to Child FIRST).

Is your child currently in an Out of Home Care arrangement including kinship care? Yes No

Out of home care is the term used to describe the placement of children away from their parents, due to concern that they are at risk of significant harm.

If Yes, please provide details.

Additional Needs

Does your child have a diagnosed need or a disability? Yes No

If Yes, please attach supporting evidence.

Are you on the waiting list or accessing any specialist services? Yes No

If Yes, please attach supporting evidence.

If you have responded Yes to any of the above you may be contacted by a Pre-School Field Officer.

Application form (continued)

One form to be completed for each child

2. PARENT/LEGAL GUARDIAN DETAILS

Parent/Legal Guardian 1

Title: Mr Mrs Ms Miss Dr Other

Given Name:

Family Name/Surname:

Relationship to child:

Residential Address:

Suburb:

Postcode:

Telephone Work:

Home:

Mobile:

Language/s spoken at home:

Country of Birth:

Interpreter required:

Yes

No

Postal address (if different to above):

Email address:

Parent/Legal Guardian 2

Title: Mr Mrs Ms Miss Dr Other

Given Name:

Family Name/Surname:

Relationship to child:

Residential Address:

Suburb:

Postcode:

Telephone Work:

Home:

Mobile:

Language/s spoken at home:

Country of Birth:

Interpreter required:

Yes

No

Postal address (if different to above):

Email address:

Application form (continued)

One form to be completed for each child

3. PRIORITY OF ACCESS

Are you a Darebin resident? Yes No

Is your child using unregistered care in the City of Darebin? Yes No

Unregistered child care is child care provided by grandparents or other relatives, friends or nannies who are not registered with the Department of Human Services as registered care providers.

You will need to attach a statutory declaration outlining details of care.

Is the child in a family which includes a person with a diagnosed need or a disability? Yes No

If Yes, please provide supporting documentation.

Did your child attend a Pre Kindergarten Program at your first preference kindergarten? Yes No

Name of centre:

Is your child attending the Long Day Care program at your first preference kindergarten? Yes No

Name of centre:

Does your child have a sibling that participated in your preferred (no.1 preference) kindergarten in 2015 or 2016? Yes No

Name of child:

Is your child a twin, triplet or a quadruplet? Yes No

Is your application lodged between 1st February and 30th April 2016? Yes No

Is your first preference the closest kindergarten to your home? Yes No

Please note: Allocations are not prioritised based on actual distance, equal points are allocated to all applications nominating the closest kindergarten to home.

If you are unsure of your closest kindergarten, please refer to the Education Victoria website: www.education.vic.gov.au/findaservice

Application form (continued)

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Please provide up to 4 preferences where you are prepared to accept a place for your child if offered. Number service preferences 1 to 4 only, 1 being most preferred service.

All preferences will be considered during the allocation process. Please contact services directly for further information regarding session times, days and/or to organise a time to visit.

Please be aware that services and programs listed may alter due to demand, funding and changes to government guidelines.

***Long Day Care Integrated Kindergarten Program.** Please note this service provides a full day program which attracts a daily fee and relevant government subsidies.

4. KINDERGARTEN PREFERENCES

Service Name	Address	Telephone	Preference
Alfred Nuttall Memorial Kindergarten	34 Separation Street Fairfield 3078	9489 0262	<input type="checkbox"/>
Annie Dennis Children's Centre – Sessional Kindergarten Program – Long Day Care Integrated Kindergarten program*	2 Oldis Avenue Northcote 3070	9486 7638	<input type="checkbox"/> <input type="checkbox"/>
Batman Park Kindergarten	79 Elm Street Northcote 3070	9481 0237	<input type="checkbox"/>
Blake Street Kindergarten	109 Blake Street Reservoir 3073	9478 8037	<input type="checkbox"/>
Clifton Street Children's Centre*	55 Clifton Street Northcote 3070	9486 3299	<input type="checkbox"/>
Clyde Street Kindergarten	70 Clyde Street Thornbury 3071	9484 4140	<input type="checkbox"/>
Darebin Childcare and Kindergarten: Preston – Sessional Kindergarten Program – Long Day Care Integrated Kindergarten program*	260 Gower Street Preston 3072	9471 3780	<input type="checkbox"/> <input type="checkbox"/>
Darebin Childcare and Kindergarten: Reservoir – Sessional Kindergarten Program – Long Day Care Integrated Kindergarten program*	6-8 Kenilworth Street Reservoir 3073	9469 2226	<input type="checkbox"/> <input type="checkbox"/>
Gellibrand Crescent Kindergarten	26 Gellibrand Crescent Reservoir 3073	9460 5862	<input type="checkbox"/>
Gower Street Kindergarten	146 Gower Street Preston 3072	9478 5374	<input type="checkbox"/>
J.S. Grey Kindergarten	Corner Gilbert Road and Regent Street West Preston 3072	9470 5836	<input type="checkbox"/>
Keon Park Kindergarten Inc.	75 Arundel Avenue Keon Park 3073	9460 1271	<input type="checkbox"/>
Keon Park Children's Hub Kindergarten	1-7 Dole Avenue Reservoir	8481 1100	<input type="checkbox"/>
Kookaburra Kindergarten	34 George Street Reservoir 3073	9460 5708	<input type="checkbox"/>
Maryborough Kindergarten	14 Maryborough Avenue Kingsbury 3083	9460 5882	<input type="checkbox"/>
Merri Community Childcare Centre & Kindergarten Inc.*	313 St Georges Road Thornbury 3071	9416 9227	<input type="checkbox"/>
Merrilands Children's Centre and Kindergarten	23-25 Ryan Street Reservoir 3073	9460 4674	<input type="checkbox"/>
Nara Community Early Learning Centre – This service offers an after care program which attracts relevant government subsidies	77-91 St Georges Road Preston 3072	9471 9914	<input type="checkbox"/>
Oakhill Kindergarten	12 Acheron Avenue Reservoir 3073	9471 8147	<input type="checkbox"/>
Oakhill Children's Centre*	91 North Road Reservoir 3073	9470 1914	<input type="checkbox"/>
Perry Street Child Care and The Elizabeth Gorman Kindergarten*	129 Perry Street Fairfield 3078	9489 2949	<input type="checkbox"/>
Raleigh Street Children's Centre*	28 Raleigh Street Thornbury 3071	9484 2440	<input type="checkbox"/>
Regent Baptist Kindergarten	734 High Street Reservoir 3073	9478 7786	<input type="checkbox"/>
St Andrews Kindergarten	Corner Gillies and Duncan Streets Fairfield 3078	9481 1819	<input type="checkbox"/>
Thornbury Early Years Centre (Service due to open in 2016)	2A Raleigh Street Thornbury	TBC	<input type="checkbox"/>
Thornbury Kindergarten	8C Newcastle Street Thornbury 3071	9484 1095	<input type="checkbox"/>
Westgarth Kindergarten	Clarke Street Northcote 3070	9486 4147	<input type="checkbox"/>

Application form (continued)

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OFFICE USE ONLY

Customer Service Officer: _____

Receipt No: _____

Date: _____

Application Complete: Yes No

Return Date
(if incomplete): _____



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5. CHECKLIST

1. Supporting Documentation - Photocopied & attached to this form

- Proof of child's age such as a copy of the child's Extract of Birth Certificate or passport
- Proof of Darebin residency such as rates notice/tenancy agreement or current utility account
- Reports from family support services or intervention services confirming vulnerability and/or disability e.g. Disability Support Services, Child Protection Services

2. Payment

- I have enclosed a non-refundable application fee of \$17.50 per child (*financial year 2015/2016*)
Application fees apply per year

Please select a payment option

- Cheque (made payable to the City of Darebin)
- Money order
- Cash
- Online payment (receipt must be attached)
<https://eservices.darebin.vic.gov.au/epathway/production/web/default.aspx>

No application fee is required if you meet one of the following criteria:

Please select which is applicable, and provide a photocopy of the card/visa.

- Commonwealth Health Care Card
- Commonwealth Pensioner Concession Card
- Refugee visa (*subclass 200*)
- In-country Special Humanitarian visa (*subclass 201*)
- Global Special Humanitarian visa (*subclass 202*)
- Temporary Humanitarian Concern visa (*subclass 786*)
- Protection visa (*subclass 866*)
- Emergency Rescue visa (*subclass 203*)
- Woman at risk visa (*subclass 204*)
- Bridging visas A-E
- Child identified by a parent, carer or legal guardian as an Aboriginal and/or Torres Strait Islander
- Child identified on their birth certificate as being a multiple birth child (triplets or more).

3. Completion

- I have completed all details on the Application Form and hereby declare all information on this form to be true and correct. I understand that incomplete applications will not be accepted by the Centralised Waiting List program and will be returned.

Signature of parent/guardian: _____

Name: _____

Date: _____

Share your feedback about your experience with our service.

We welcome your feedback whether it's a compliment, suggestion or a complaint. Contact us via one of the methods shown here or visit one of our Customer Service Centres listed on page 1.

You can also complete an online form which will be forwarded to an appropriate Council officer for action: www.darebin.vic.gov.au/global/contactus

CONTACT US

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888
F 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au



National Relay Service
TTY dial 133 677 or
Speak & Listen 1300 555 727
or iprelay.com.au, then enter
03 8470 8888



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