

# KINDERGARTEN (4 YO) REGISTRATION FORM 2020

## Registration information

One form to be completed for each child

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**Register online** Did you know you can register online? By registering online you can view and update your details at anytime. Go to: [darebincentralenrolments.councilonline.com.au/public/login.aspx](http://darebincentralenrolments.councilonline.com.au/public/login.aspx)



**Darebin City Council administers the Kindergarten Registration System on behalf of participating kindergartens located in Darebin. A list of participating services forms part of this registration form. Council does not manage these services.**

**To be eligible to attend Kindergarten in 2020 a child must be four years of age on or before 30th April 2020. Proof of date of birth must be provided.**

### Privacy

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.

The personal information that you have provided on this form will be used to plan for and provide you with services that you require. Relevant Council Officers and/or authorised Officers from State and/or Commonwealth Departments may view the information as required.

Darebin City Council administers the registration system on behalf of participating centres and does not manage these centres. For this reason your personal information will be shared with the participating child care centres and kindergartens when required, for the allocation of placements.

### Confirmation of registration

Registrations received will be provided with confirmation and registration number within three weeks of receipt of registration. It is the responsibility of the parent/guardian to contact the registration team if they have not received their confirmation.

### Allocation timelines

July 2019 – Kindergartens notify Darebin City Council 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 a specified time frame. 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. Families are required to accept or decline the offer within a specified time frame.

Darebin City Council collects information for the purpose of registering your child for the Kindergarten Registration System. 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 registration form to:

Darebin Kindergarten Registration Team  
P.O. Box 91, Preston VIC 3072.

*If returning by post, please ensure you receive confirmation of registration within three weeks. The Darebin City Council will not be liable for registration 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  
10.00am - 5.00pm Monday to Friday

**Reservoir Community and Learning Centre**  
23 Edwardes Street, Reservoir  
10.00am - 5.00pm Monday to Friday

***This registration should be read in conjunction with the Darebin Kindergarten Guide available on the Darebin City Council website.***

*For further information or to register using the online portal go to:  
[www.darebin.vic.gov.au/kindergarten](http://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](mailto:mailbox@darebin.vic.gov.au)  
[darebin.vic.gov.au](http://darebin.vic.gov.au)

## 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.

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](http://www.darebin.vic.gov.au/global/contactus)

# Kindergarten (4 YO) 2020 Registration 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 30/04/2020?\* 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:

Registrations lodged after 30 April will be processed as a late application. Please see the Darebin Kindergarten Procedures for further information.

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

## 1. CHILD'S DETAILS

Given Names (as stated on Birth Certificate):

Family Name/Surname:

Date of Birth (dd/mm/yy):

Country of birth:

Language/s spoken at home:

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

Has your child been funded for an Early Start Kindergarten Program? (Must be Aboriginal and/or Torres Strait Islander or known to Child Protection) Yes  No

Is your child currently in an Out of Home Care arrangement including kinship care? Or are they known to Child Protection? 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 disability? Are you on the waiting list or accessing any specialist services? Yes  No   
*If Yes, please attach supporting evidence.*

Is the child in a family which includes a person with a diagnosed disability? Yes  No   
*If Yes, please attach supporting documentation.*

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

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:

Country of birth:

Language/s spoken at home:  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:

Country of birth:

Language/s spoken at home:  Interpreter required: Yes  No

Postal address (if different to above):

Email address:

## 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 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.*

Does your child have a sibling that participated in your No. 1 preference kindergarten in 2018 or 2019? Yes  No

Name of the child:

Do you or your child hold a Commonwealth Health Care Card or one of the cards listed on Page 6 (Section 3. Payment)? Yes  No

*Please indicate on Page 6 which is applicable, and provide a photocopy of the card/document.*

Did your child attend a Pre Kindergarten Program at your No. 1 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:

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

Is your No. 1 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 registrations 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](http://www.education.vic.gov.au/findaservice)*

## Registration form (continued)

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.

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

### 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)	2 Oldis Avenue Northcote 3070	9486 7638	<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"/>
Clyde Street Kindergarten Inc	70 Clyde Street Thornbury 3071	9484 4140	<input type="checkbox"/>
Darebin Childcare and Kindergarten: Preston — This service offers an after care program which attracts relevant government subsidies	260 Gower St Preston 3072	9471 3780	<input type="checkbox"/>
Darebin Childcare and Kindergarten: Reservoir — This service offers an after care program which attracts relevant government subsidies	6-8 Kenilworth Street Reservoir 3073	9469 2226	<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	524 Gilbert Road Preston West 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 Keon Park 3073	9460 6557	<input type="checkbox"/>
Kookaburra Kindergarten	34 George Street Reservoir 3073	9460 5708	<input type="checkbox"/>
Maryborough Avenue Kindergarten	14 Maryborough Avenue Kingsbury 3083	9460 5882	<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	Rear 77-91 St Georges Road Preston 3072	9471 9914	<input type="checkbox"/>
Oakhill Family Centre (Sessional)	12 Acheron Avenue Reservoir 3073	9471 8147	<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 Kindergarten	8C Newcastle Street Thornbury 3071	9484 1095	<input type="checkbox"/>
Westgarth Kindergarten	557 Clarke Street Northcote 3070	9486 4147	<input type="checkbox"/>

**Below is the list of Long Day Care Integrated Kindergarten Programs.** Please note these services provide a full day program which attracts a daily fee and relevant government subsidies. Families are highly recommended to contact these services to understand their individual fees and operations before registering.

Annie Dennis Children's Centre	2 Oldis Avenue Northcote 3070	9486 7638	<input type="checkbox"/>
Clifton Street Children's Centre	55 Clifton Street Northcote 3070	9486 3299	<input type="checkbox"/>
Merri Community Childcare Centre & Kindergarten Inc.	313 St Georges Road Thornbury 3071	9416 9227	<input type="checkbox"/>
Oakhill Family 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 Childcare Centre	28 Raleigh Street Thornbury 3071	9484 2440	<input type="checkbox"/>

## Registration form (continued)

### OFFICE USE ONLY

Customer Service Officer:

Receipt No:

Date:

Registration 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
- Reports from family support services or intervention services confirming circumstances and/or disability e.g. Disability Support Services, Child Protection Services

### 2. Completion

- I declare that the information provided in this registration is true and correct to the best of my knowledge. I understand that this form is a legal document and penalties exist for providing false or misleading information.

Signature of parent/guardian:

Name:

Date:

### 3. Payment

- I have enclosed a non-refundable registration fee of \$26 per child (*calendar year 2019*)  
*Registration 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 registration fee is required if you meet one of the following criteria.

**A photocopy of the card/visa must be attached.** Please select which is applicable:

- 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*)
- Department of Veteran Affairs Gold Card or White Card
- 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).

## CONTACT US

274 Gower Street, Preston  
PO Box 91, Preston, Vic 3072  
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E [mailbox@darebin.vic.gov.au](mailto:mailbox@darebin.vic.gov.au)  
[darebin.vic.gov.au](http://darebin.vic.gov.au)



### National Relay Service

If you are deaf, or have a hearing or speech impairment, contact us through the National Relay Service.  
[relayservice.gov.au](http://relayservice.gov.au)



### Speak Your Language

T 8470 8470

العربية Italiano  
繁體中文 Македонски  
Ελληνικά Soomalii  
हिंदी Tiếng Việt