

Eastern Adelaide Region  
**Preschool Priority of Access Policy**  
**Rose Park Preschool**

## **PURPOSE**

Enrolments will be determined in accordance with the Preschool Enrolment Policy of the Department of Education and Child Development (DECD) and

This Preschool Priority of Access Policy will inform parents/guardians 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 DECS preschool service across South Australia, however where the demand for preschool places exceeds the capacity (number of places available) at that site then the priority of access policy will apply to guide equity in allocating preschool places.

## **OBJECTIVES**

Parents/guardians who register intent to enroll at the preschool will have their application for enrolment assessed by the site leader and/or Regional Office staff as outlined in Policy Details.

Where a place cannot be offered parents/guardians will be provided with the names of alternate local preschools.

## **PROCEDURE DETAILS**

Enrolments will be assessed using the following criteria:-

**Criteria 1: To be used if demand exceeds capacity.**

**(Note: The Regional Office has agreed to ensure that at least one option is available to all families living in this region)**

Children living in the immediate local area, known as the priority catchment area will have 1<sup>st</sup> priority. (At Rose Park Preschool, this area is bordered by William Street, George Street, Kensington Road, Portrush Road, Greenhill Road, Fullarton Road, Angas Street and Dequetteville Terrace - same as Rose Park Primary School).

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

Children who meet the first criteria and one or more of the prioritized indicators:

- 2.1 A child at risk of serious abuse or neglect
- 2.2 An Aboriginal and Torres Strait Islander
- 2.3 Child 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 Children transitioning to Rose Park Primary School

- 2.10 Children with sibling attending local schools
- 2.11 Children with a sibling that has attended the preschool
- 2.12 Children currently attending Adelaide Eastern Child Care Centre

## ROLES AND RESPONSIBILITIES

Who	Roles and Responsibilities
Site leader or delegate	<ul style="list-style-type: none"> <li>• Ensures that all enrolling parents/guardians are made aware of the Preschool Priority of Access Policy.</li> <li>• Ensures that all staff dealing with enrolment enquiries are aware of and understand the enrolment procedure</li> <li>• Liaises with neighboring centres to establish geographic boundaries</li> <li>• Notifies Regional Office and neighboring centres when the centre is close to enrolment capacity</li> <li>• Advises parents/guardians of alternate local preschools if a place cannot be offered at this site.</li> </ul>
Governing Council	<ul style="list-style-type: none"> <li>• Ratifies the Preschool Priority of Access Policy</li> <li>• Ratifies the priority catchment area.</li> </ul>
Regional Office Staff	<ul style="list-style-type: none"> <li>• Ensure access of preschool for all eligible children living in the region</li> <li>• Endorse the Priority of Access Policy</li> <li>• Approve priority catchment area in conjunction with those set by surrounding preschools</li> <li>• Coordinate an annual process to identify enrolment pressures and consider strategies to alleviate pressures and disseminate to site leaders.</li> </ul>

## MONITORING, EVALUATION AND REVIEW

This policy which is published on our website has been ratified by the *Governing Council* and is subject to regular review by the *Governing Council* and *Regional Office Staff*.

## ASSOCIATED DOCUMENTS

Department of Education and Children's Services (DECS) Enrolment Policy.

Endorsed and ratified by *Governing Council* February, 2012. To be reviewed 2/1015.