



Hendon Preschool

Priority of Access Guidelines

Quality Area 7 – Governance and Leadership

Enrolments in Hendon Preschool can vary from time to time. Sometimes this can mean that we may not have vacancies for all children who would like to attend. The capacity of the preschool, the child: Educator's ratio and the needs of the preschool children determine the maximum number of children who can enrol. When the number of enrolments approaches this ceiling, the 'Priority of Access' guidelines are utilised.

The priorities of access are:

First Priority

Children who have a residential address in the designated geographical catchment area.

Second Priority

Children with siblings currently attending the centre or Hendon Primary School.

Third Priority

Children who are enrolled to attend Hendon Primary School.

Fourth Priority

Children who are cared for within the local area by Family Day Care, Care Providers, Child Care Centres or other.

Special Exceptions

Special circumstances do arise on some occasions. The Principal has the discretion to make decisions based on these special circumstances. The following factors may be considered

- Children at risk of serious abuse or neglect
- Children in Aboriginal and Torres Strait Islander families
- Children under the Guardianship of the Minister
- Children with a disability
- Children with non-English speaking backgrounds
- Children in socially isolated families

If the preschool has reached its ceiling, educators will not be able to enrol any more children until a vacancy arises. Families with children who are eligible to start preschool have the choice of putting their children on our waiting list or enrolling at a nearby preschool with lesser numbers where your child can start straight away. (*Please note: If you are placed on a waiting list the priority of access listed above will still be followed when determining the next term's enrolments.*)

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Reviewed 4/02/2018, 12/10/2021

Monitoring, Evaluation and Review

This guideline has been developed by Hendon Preschool. It will be reviewed and evaluated regularly by educators and modified as required to ensure continued relevance for Hendon Preschool.

This guideline will be reviewed by all permanent/contract educators upon commencement at Hendon Preschool and when changes are made. It will be available for all Relief Educators near the Visitor Sign In Sheet.

Review as required to ensure continued relevance for Hendon Preschool.