

3-YEAR-OLD KINDERGARTEN REGISTRATION FORM



Did you know you can register online?

Go to kinders.hobsonsbay.vic.gov.au/Public/Login.aspx and create an account now!

By registering online you can view, update and change your preferences at any time.

Hobsons Bay City Council provides a Kindergarten Central Registration Scheme on behalf of 18 participating local community managed kindergartens. Council's Central Registration Scheme allows families to submit one registration form indicating their preferences for a number of services, rather than having to apply for each individual service. A list of participating services is attached to this form.

Registrations will be accepted on or any time after your child's first birthday.

If your child turns 3 years of age between 1 January and 30 April, they may not be able to attend 3-year-old kindergarten until they turn 3.

Children born between these dates can choose which year to start three-year-old kindergarten. They can start in the same year they turn three, or in the year they turn four (prior to 30 April).

All children in a three-year-old kindergarten program will move onto four-year-old kindergarten the following year.

A second year of three-year-old kindergarten is not available. For further information, visit:

<https://www.vic.gov.au/give-your-child-the-best-start-in-life>

To ensure Council is able to process your child's registration please ensure:

- All sections of this form are completed
- All relevant supporting documentation is provided
- The non-refundable administration charge of \$23.00 per form is included with your application

Please note: This fee is waived for Health Care Card and subsidy cards/visa holders.

Completion of this form does not guarantee a place at your preferred kindergarten/s. For further information on the registration and allocation process for kindergarten please visit our website. www.hobsonsbay.vic.gov.au/kindergartens. Other services that also offer a funded kindergarten program, but are not part of Council's Central Registration Scheme, are listed on our website.

Hobsons Bay City Council is committed to being a child safe organisation and has zero tolerance for child abuse.

Your completed registration form and administration fee (if applicable) can be lodged with Hobsons Bay City Council as shown below.

Post to:

Hobsons Bay City Council
PO Box 21, Altona 3018

Email at:

kindergarten@hobsonsbay.vic.gov.au

In Person at Council's Civic Centre:

- Civic Centre, 115 Civic Parade Altona 3018

In Person at Council and Council+ Service Centre Locations (eftpos payments only):

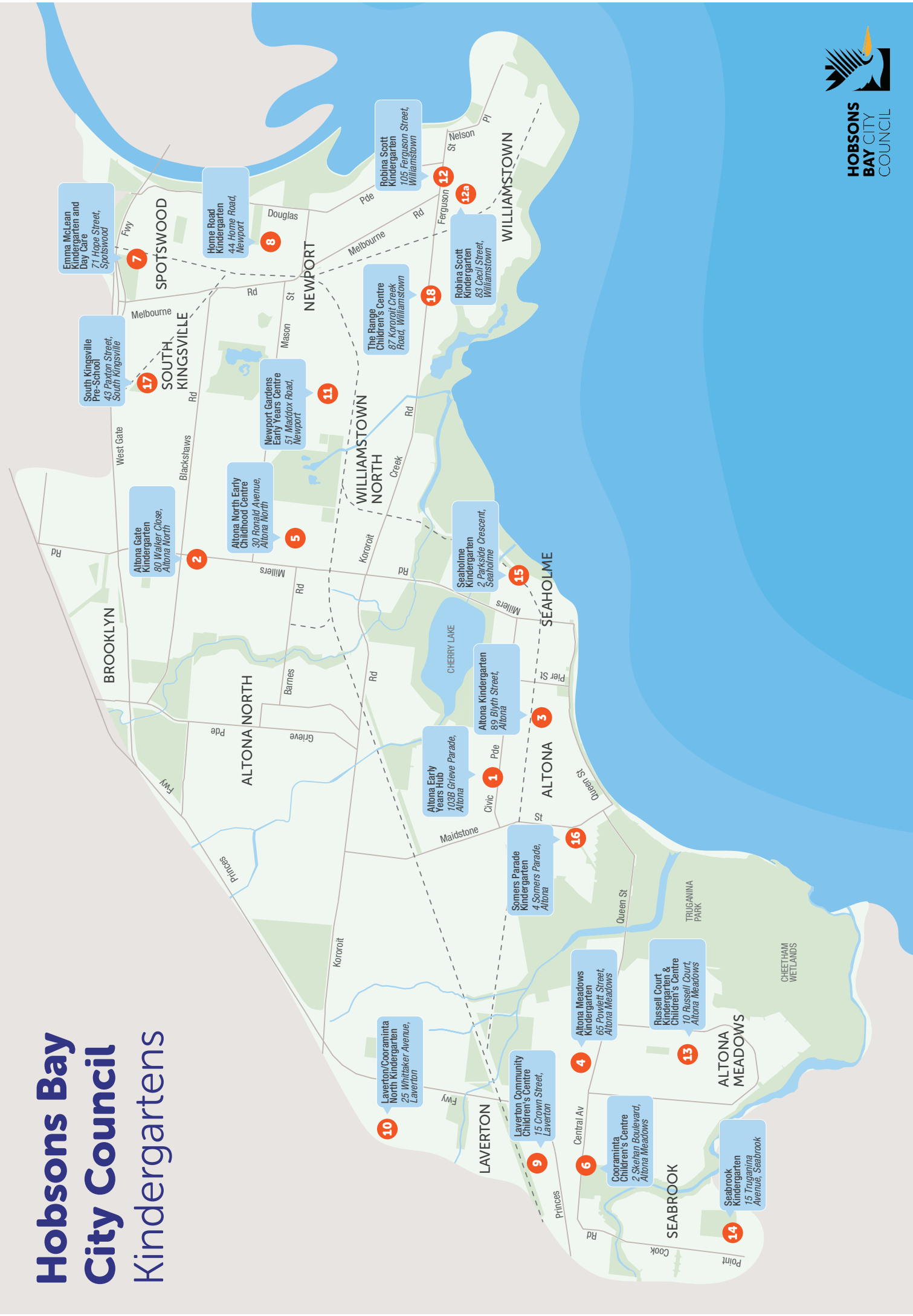
- Altona Library, 123 Queen Street, Altona
- Altona Meadows Pop-up Library, Central Square, Altona Meadows
- Altona North Community Library, Corner Millers & McArthurs Road, Altona North
- Laverton Community Hub, 95-105 Railway Avenue, Laverton
- Seabrook Community Centre, 15 Truganina Avenue, Seabrook
- Williamstown Library, 104 Ferguson Street, Williamstown

For further information or assistance, contact the Kindergarten Central Registration team on 9932 1534.

For interpreter assistance, contact 9932 1212.

Council acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners of these municipal lands and waterways, and pay our respects to Elders past and present.

Hobsons Bay City Council Kindergartens



3-YEAR-OLD KINDERGARTEN

1. CHILD'S DETAILS

Given Name/s (as stated on Birth Certificate):

Year Attending:

Family Name:

Gender: Male Female

Date of birth (DD/MM/YYYY):

Country of birth:

Language/s spoken at home:

Child lives with: Parent/s Foster carer Informal/Formal Kinship carer

Other:

2. PARENT/GUARDIAN DETAILS

Parent/Guardian 1 **First point of contact*

Given Name:

Family Name/Surname:

Relationship to child:

Residential Address:

Suburb: Postcode:

Contact numbers: Mobile:

Work: Home:

Email address (please print clearly):

Country of birth:

What is your first language?

Do you require an interpreter? Yes No

3. PARENT/GUARDIAN DETAILS

Parent/Guardian 2 (if applicable)

Given Name:

Family Name/Surname:

Relationship to child:

Residential Address:

Suburb: Postcode:

Contact numbers: Mobile:

Work: Home:

Email address (please print clearly):

Country of birth:

What is your first language?

Do you require an interpreter? Yes No

4. PRIORITY OF ACCESS

Are you a ratepayer of Hobsons Bay?

Yes No

Please provide the property address if different from your residential address.

Are you a resident, but not a ratepayer of Hobsons Bay?

Yes No

Please supply proof of residency (eg utilities bill, rental agreement) if not a ratepayer.

If you are not a resident or rate payer of hobsons bay, please answer the following two questions:

Is your child attending formal or informal childcare in Hobsons Bay for 2 or more days per week?

Yes No

If formal, please provide a letter from the registered provider or current receipt. If informal, i.e. nannies, friends or relatives, please provide a Statutory Declaration and proof of carers residency.

I/we work or study in Hobsons Bay for 2 or more days per week

Yes No

If yes, please provide a current pay slip or letter from your employer or evidence of your course enrolment.

Are there any court orders or parenting plans in place relating to this child?

Yes No

Please provide a copy of the current court order or intervention order.

Is your child attending an educational program at your preferred kindergarten?

Yes No

Is your child a multiple birth sibling (triplet or above)?

Yes No

Has your child's sibling attended your 1st preference kindergarten in the 2 years prior to this child's year of attendance?

Yes No

Please provide sibling's name and relevant year.

Answers to the following questions will mean your child is eligible for 15 hours of free or low cost kindergarten

Do you, parent/guardian or your child hold any of the following Subsidy Cards or Visas? Yes No
If yes, please provide a copy of the card with this form

A Commonwealth Health Care Card

A Commonwealth Pensioner Concession Card

A Department of Veterans' Affairs Gold Card or White Card

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

Yes, Australian Aboriginal

Yes, Torres Strait Islander

Yes, both Australian Aboriginal and Torres Strait Islander

Has your child had any involvement with child protection? Yes No

Is this child or a parent/legal guardian a Refugee or Asylum Seeker?
 ie, hold one of the following Visas: Yes No

Refugee or Asylum Seeker visa (200, 201, 202, 203, 204, 449, 785, 786, 790 or 866)

Bridging Visas for any of the above Refugee or Asylum Seeker visas

Has the child or parent/legal guardian had an experience of displacement
 (a refugee experience or experience similar to a refugee) but does not hold
 one of the above visas? Yes No

Current or expired ImmiCard Yes No

Has your child previously attended a kindergarten program through
 Early Start Kindergarten funding? Yes No

5. CHILD INFORMATION

Please note: To assist in your child's application process, A Council Officer may call you to discuss your child's medical condition(s) or developmental need(s) in further detail.

Does your child have any of the following medical conditions?

Asthma Epilepsy Diabetes Anaphylaxis No

Other *Please Specify*

Does your child have a diagnosed disability/disorder/medical condition?
(including intellectual, sensory or physical limitation that requires additional support)

Yes No
Awaiting a diagnosis

If yes, please provide details. A referral letter or letter from a healthcare professional (ie, Pre-School Field Officer, MCH Nurse, Early Childhood Intervention Service, or NDIS) must be attached, and support the child's additional needs as indicated by you. Providing these details enables kindergartens to plan for the additional needs of your child.

Are there any specialists or agencies involved with your child?
e.g. Noahs Ark, IPC, Anglicare, Scope, Royal Children's Hospital, Paediatrician?

Yes No
On a waiting list

If Yes, please provide details below and attach any supporting documentation

Agency Name: _____

Contact Name: _____

Contact Number: _____

Does your child hold a Health Care Card?

Yes No

Do you have any concerns about your child's development?

Yes No

If yes, please provide details and attach any supporting documentation

Please indicate the last Maternal and Child Health Key Age and Stage visit your child attended:

3.5 yrs 2 yrs 18mths 12mths

A Preschool Field Officer (PSFO) supports the inclusion of children with additional needs participating in funded kindergarten. Please note that information provided may be referred to the PSFO for further assessment for those applying for kindergarten.

6. 3-YEAR-OLD KINDERGARTEN PREFERENCES

Please select up to 5 kindergartens you would be prepared to accept a place for your child if offered. Please number 1 to 5, with 1 being your most preferred service. Please note only services listed in this table are participating in Hobsons Bay Registration Scheme. Please use our local map on page 2 as a guide to kindergarten locations. Please note only services listed in this table are participating in Hobsons Bay Registration Scheme. Please use our local map on page 2 as a guide to kindergarten locations.

| REF ON MAP | SERVICE NAME | LOCATION | PHONE | PREFERENCE (1, 2, 3, 4 OR 5) |
|------------|--|--------------------------------------|-----------|------------------------------|
| 1 | Altona Early Years Hub | 103B Grieve Parade, Altona | 9315 0295 | |
| 2 | Altona Gate Kindergarten | 80 Walker Close, Altona North | 9314 7895 | |
| 3 | Altona Kindergarten | 89 Blyth Street, Altona | 9398 2839 | |
| 4 | Altona Meadows Kindergarten | 65 Powlett Street, Altona Meadows | 9369 3346 | |
| 5 | Altona North Children's Centre | 30 Ronald Avenue, Altona North | 9398 0772 | |
| 6 | Cooraminta Children's Centre | 2 Skehan Boulevard, Altona Meadow | 9315 7677 | |
| 7 | Emma McLean Kindergarten and Daycare | 71 Hope Street, Spotswood | 9391 1415 | |
| 8 | Home Road Kindergarten | 44 Home Road, Newport | 9391 2958 | |
| 9 | Laverton Community Children's Centre | 15 Crown Street, Laverton | 9360 0964 | |
| 10 | Laverton/Cooraminta North Kindergarten | 25 Whittaker Avenue, Laverton | 9369 2815 | |
| 11 | Newport Gardens Early Years Centre | 51 Maddox Road, Newport | 9391 0294 | |
| 12 | Robina Scott Kindergarten | 105 Ferguson Street, Williamstown | 9397 6902 | |
| 12a | Robina Scott Kindergarten | 83 Cecil Street, Williamstown | 9397 6902 | |
| 13 | Russell Court Kindergarten and Children's Centre | 10 Russell Court, Altona Meadows | 9315 6932 | |
| 14 | Seabrook Kindergarten | 15 Truganina Avenue, Seabrook | 9395 3012 | |
| 15 | Seaholme Kindergarten | 2 Parkside Crescent, Altona | 9398 1216 | |
| 16 | Somers Parade Kindergarten | 4 Somers Parade, Altona | 9398 1526 | |
| 17 | South Kingsville Pre-School | 43 Paxton Street, South Kingsville | 9391 9780 | |
| 18 | The Range Children's Centre | 87 Kororoit Creek Road, Williamstown | 9397 8244 | |

7. REGISTRATION AND PAYMENT CHECKLIST

Have you attached the following supporting documents to this form?

| ATTACHMENTS | CHECK ✓ |
|--|---------|
| My child's birth certificate, birth extract or passport | |
| Proof of residence for Hobsons Bay residents – current utilities bill, rates notice or rental agreement with name and address clearly identified | |
| Proof of Care or employment/study within Hobsons Bay for non- residents | |
| A copy of subsidy cards/visas eg Health Care Card or others listed on page 6, Priority of Access. | |
| Other supporting documents e.g. letters from Medical Practitioners, Health Providers, Court Orders, or forms required for Priority of Access e.g. intervention/family support services | |
| I have enclosed a receipt for payment of the \$23.00 non-refundable registration fee per child received by Council, 115 Civic Parade, Altona, 3018 (eligible card holders exempt). For credit card payments please complete payment slip at the bottom of this page. | |

8. PRIVACY STATEMENT

Hobsons Bay is committed to protecting your privacy. The personal information requested on this form is being collected by the Hobsons Bay City Council for the purpose of kindergarten allocation and to support the planning and provision of appropriate kindergarten and/or Early Years Services for your child/ren. This information will be used for Council administrative purposes and provided only to parties directly involved with the provision of care to your child/ren, except as required by law. As a result of providing this information you may also receive updates from Council regarding other early years services and events including, but not limited to, maternal & child health, playgroups and parent information sessions. Your information will not be provided to other parties for this purpose. You may access your information by contacting Council's Early Years Team on 9932 1534.

9. DECLARATION

I declare that the information provided in this application 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.

First Name: _____

Last Name: _____

Relationship to Child: _____

(Office use only)

Birth Certificate Other proof

Council Officer _____

Date _____

Receipt No _____

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10. PAYMENT

Credit card charge for the amount of \$23.00 for payment of Kindergarten Central Registration lodgement fee.

Credit card details

MasterCard

Visa

- - -

Expiry Date (MM/YY):

/

Card holder's name (please print): _____

Card holder's signature: _____

Receipt required: Yes / No

Note: Hobsons Bay City Council is collecting this information for the purpose of processing your payment. It is not disclosed to anyone outside Council but may be accessed by you upon request.