



# FOUR YEAR OLD PRESCHOOL REGISTRATION

I wish to register my child to attend 4 yr old kindergarten in (please tick)	Date of birth range for eligibility (children born in the months of January to April can be enrolled in the year the child is eligible for or the following year)	Applications open from:
2018 <input type="checkbox"/>	children born between 1/5/2013 – 30/4/2014	1 March 2016
2019 <input type="checkbox"/>	children born between 1/5/2014 – 30/4/2015	1 March 2017
2020 <input type="checkbox"/>	children born between 1/5/2015 – 30/4/2016	1 March 2018

## CHILD'S DETAILS:

Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Gender:  M  F  Other (please tick)  
 Date of Birth: \_\_\_\_\_ Is the child a  Twin  Triplet  Other \_\_\_\_\_

## PARENT/GUARDIAN DETAILS # 1:

Title: Mr / Mrs / Ms Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
 Telephone: (H) \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_  
 Mailing address (if different from above): \_\_\_\_\_

## PARENT/GUARDIAN DETAILS # 2:

Title: Mr / Mrs / Ms Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
 Telephone: (H) \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_  
 Mailing address (if different from above): \_\_\_\_\_

## LANGUAGE/INTERPRETER?

What languages are spoken at home? \_\_\_\_\_  
 Will the child's family/carer require an interpreter?  Yes  No (please tick)  
 (such as telephone conversations, enrolment day). If yes, please state what language \_\_\_\_\_

## IS THE CHILD OF ABORIGINAL AND/OR TORRES STRAIT ISLANDER DESCENT:

Is the child of Aboriginal and/or Torres Strait Islander descent? (please tick one box only)

- Yes, Torres Strait Islander  Yes, both Aboriginal and Torres Strait Island  
 Yes, Aboriginal  No, not Aboriginal nor Torres Strait Islander

## ADDITIONAL NEEDS OF THE CHILD:

A Preschool Field Officer (PSFO) supports the inclusion of children with additional needs participating in funded four year old preschool. Please note that information provided is available to the PSFO in line with Hume City Council's Privacy and Confidentiality clause

- (a) Has the child been involved in/referred to any developmental support programs?  Yes  No *ie. speech therapy or physiotherapy*. If yes, please state: \_\_\_\_\_
- (b) Does the child have any allergies/medical conditions?  Yes  No *ie. Asthma or Allergies, or need to use hearing aids, walking frames and the like*. If yes, please state: \_\_\_\_\_

## STAFF USE ONLY:

CSO Initials		Date Stamp / Receipt No. / Merit No.	Application No.	
Time:				
GL No: 4PreschoolReg	\$15.50			
<b>Needed:</b> Copy of proof of birth				
<b>Needed:</b> Copy of proof of residence				
Priority 1 applications	WAIVED			
Application fee waived because holds current concession	WAIVED	Copy Attached: Yes / No	Date:	Admin Initials:

## CONCESSION CARD:

No preschool fees apply to families where the child individually holds, or has a parent or guardian who holds one of the following: *(please attach a copy to the registration and tick the relevant box below)*

- |  |   |
|--|---|
| <input type="checkbox"/> Commonwealth Health Care Card                       | <input type="checkbox"/> Veteran Affairs Gold or White                      |
| <input type="checkbox"/> Commonwealth Pension concession card                | <input type="checkbox"/> Refugee visa (subclass 200)                        |
| <input type="checkbox"/> Emergency Rescue visa (subclass 203)                | <input type="checkbox"/> Women at risk visa (subclass 204)                  |
| <input type="checkbox"/> In-country Special Humanitarian visa (subclass 201) | <input type="checkbox"/> Temporary Humanitarian Concern visa (subclass 786) |
| <input type="checkbox"/> Global Special Humanitarian visa (subclass 202)     | <input type="checkbox"/> Bridging visa A-E                                  |
| <input type="checkbox"/> Protection visa (subclass 866)                      |   |

## PRIORITY OF ACCESS:

Criteria	Supporting documentation	Administration fee (non-refundable)
<b>PRIORITY 1</b>		
<input type="checkbox"/> Children at risk of abuse or neglect, including children in Out-of-Home Care	The child is: <ul style="list-style-type: none"> <li>■ attending a three year old kindergarten program through Early Start Kindergarten or Access to Early Learning, or is</li> <li>■ referred by:               <ul style="list-style-type: none"> <li>- Child Protection</li> <li>- Child &amp; Family Services (family services referral and support team, Child FIRST/ integrated family services/Services Connect case worker)</li> <li>- Maternal and Child Health nurse or;</li> <li>- Out-of-Home Care provider</li> </ul> </li> </ul>	Waived
<input type="checkbox"/> Aboriginal and/or Torres Strait Islander children	No evidence required	
<input type="checkbox"/> Asylum seeker and refugee children	An appropriate visa that identifies the child and/or parents as a refugee or asylum seeker.	
<input type="checkbox"/> Children eligible for the Kindergarten Fee Subsidy	A child or parent that holds a: <ul style="list-style-type: none"> <li>■ Commonwealth Health Care Card, Pensioner Concession Card, Veteran's Affairs Card, or</li> <li>■ Multiple birth children (triplets, quadruplets)</li> </ul>	
<input type="checkbox"/> Children with additional needs, defined as children who: <ul style="list-style-type: none"> <li>■ require additional assistance in order to fully participate in the kindergarten program</li> <li>■ require a combination of services which are individually planned</li> <li>■ have an identified specific disability or developmental delay</li> </ul>	The child is: <ul style="list-style-type: none"> <li>■ assessed as having delays in two or more areas and is declared eligible for a second funded year of kindergarten</li> <li>■ holds a Child Disability Health Care Card</li> <li>■ has previously been approved for Kindergarten Inclusion Support Package, or referred by:               <ul style="list-style-type: none"> <li>- the National Disability Insurance Scheme</li> <li>- Early Childhood Intervention Service</li> <li>- Preschool Field Officer, or</li> <li>- Maternal and Child Health nurse</li> </ul> </li> </ul>	
<b>PRIORITY 2</b>		
<input type="checkbox"/> Children of Hume City residents and rate payers	Attachment of evidence of living in Hume City, e.g. driver's license, rates notice or contract of construction.	\$15.50
<b>PRIORITY 3</b>		
<input type="checkbox"/> Children of Non Hume City residents	No supporting documentation required.	\$15.50
<b>Administration fee (non refundable) is payable on application and is subject to Council's adopted annual budget.</b>		

## FAMILY SERVICES CASE MANAGER:

Does the family have a family services case manager:  Yes  No If yes, please provide details:

Name of Centre/Agency: \_\_\_\_\_

Address of Centre/Agency: \_\_\_\_\_

Name of case manager: \_\_\_\_\_

Case manager telephone (W) \_\_\_\_\_ Mobile: \_\_\_\_\_

## PLEASE CHECK THAT YOU HAVE INCLUDED THE FOLLOWING:

**Registrations can only be accepted with the following items attached to the application form:**

- Proof of birth eg. Birth Certificate/Passport/Immunisation certificate
- Proof of living in Hume City (such as rates/licence)
- \$15.50 non-refundable administration fee (*subject to Council's adopted annual budget*). Please keep your receipt as proof of registration. Payable by cash/cheque/money order/leftpos, or
- Current concession card- *if applicable (administration fee waived)*
- Evidence supporting priority of access - *if applicable*

## CONCESSION CARD AUTHORISATION (*must be completed for concession card holders*)

I authorise Hume City Council - Department of Family, Youth and Children's Services to use Centrelink Confirmation eServices to perform a Centrelink/Department of Veterans' Affairs (DVA) enquiry of my Centrelink or DVA customer details and concession card status to enable Council to determine if I qualify for a Preschool Program Fee concession.

I authorise the Australian Government Department of Human Services (the department), to provide the results of that enquiry to Hume City Council - Department of Family, Youth and Children's Services.

Yes  No (please tick)

**PLEASE NOTE:** If you do not provide information regarding concession benefits at the time of registration and choose to do so in the future, or, your benefit entitlement changes after the date signed, please ensure you notify the Department of Family, Youth and Children's Services by contacting the Preschool Enrolment Officer at 03 9205 2538. Failure to do so may result in you being liable for outstanding and ongoing preschool fees. If you tick 'NO' to this consent, Council will not be able to verify if you are eligible for the Kindergarten Fee Subsidy.

**\*\*Please refer to the Preschool Enrolment Policy - Policy Clause 5.17 for information surrounding Preschool Fees.\*\***

### I UNDERSTAND THAT:

- the department will disclose personal information to Hume City Council – Department of Family, Youth and Children's Services including my name, address and concession card type and status to confirm my eligibility for relevant Preschool program fee concessions.
- this consent, once signed, remains valid while I am a customer of Hume City Council - Department of Family, Youth and Children's Services unless I withdraw it by contacting the Hume City Council - Department of Family, Youth and Children's Services or the department.
- I am required to provide proof of my circumstances/details from the department and provide it to Hume City Council - Department of Family, Youth and Children's Services so my eligibility for relevant Preschool Program concession can be determined.
- If I withdraw my consent or alternatively do not alternatively provide proof of my circumstances/details, I may not be eligible for the Kindergarten Fee Subsidy provided by Hume City Council - Department of Family, Youth and Children's Services.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### Privacy and Confidentiality

Hume City Council (Family and Children's Services) collects information in relation to families and children to provide children services programs, and for secondary research purposes. Council will only collect personal information and health records that are necessary for its functions and activities. We will not give out information we hold about you without your consent unless otherwise required to do so by law. You may access your personal information and health records by contacting Hume City Council on 9205 2200. Where you have indicated a preference for a non-Council preschool your personal information will be provided to the service provider if a placement is offered and/or accepted at the preschool.

### SUBMIT COMPLETED FORM IN PERSON TO:

#### BROADMEADOWS OFFICE

1079 Pascoe Vale Road  
Telephone: 9205 2200

#### CRAIGIEBURN OFFICE

75-95 Central Park Avenue  
Telephone: 9205 2200

#### SUNBURY OFFICE

40 Macedon Street  
Telephone: 9205 2200

**OR If returning by post, please enclose application form with cheque/money order and mail to:**

HUME CITY COUNCIL, PO BOX 119, DALLAS VIC 3047.

### Change of Preferences and Timelines

When applicants wish to alter their original enrolment details, a Change of Details form needs to be completed and lodged at Council's customer service centres.

Changes must be lodged with Council by 30 June (or previous business day) in the year prior to attendance in order to be considered in the first round of offers. If you wish to nominate/change a Preschool not previously selected as a preference after this date you will receive a new Registration Date and be returned to a waitlist. Minor changes such as change of address will retain the original application date.

### Late Applications

Applications will continue to be received after 30 June the year prior to attendance, but will be deemed as a late application.

Late applications will be allocated to available preschool places after the first round of offers are completed. If no places are available, then the applicant will be placed on the waiting list according to priority and date of receipt.

### Placement Allocation Process

First round offers will be made by 31 August of the year prior to attendance. Registrations will still be accepted and considered after this date. Allocation process for non-residents please refer to Preschool Enrolment Policy available at [www.hume.vic.gov.au](http://www.hume.vic.gov.au)

### Enrolment Policy

For further clarification please refer to our Enrolment Policy available on our website [www.hume.vic.gov.au](http://www.hume.vic.gov.au)

## HumeLink

Hume City Council's  
multilingual telephone information service.  
General enquiries: Telephone 9205 2200

للمعلومات باللغة العربية

9679 9815

За информације на српском

9679 9820

معلومات باللغة الإسبانية

9679 9809

Para información en español

9679 9821

Za informacije na bosanskom

9679 9816

Türkçe bilgi için

9679 9822

Za informacije na hrvatskom

9679 9817

Muốn biết thông tin tiếng Việt

9679 9823

Για πληροφορίες στα ελληνικά

9679 9818

For other languages...

9679 9824

Per avere informazioni in italiano

9679 9819



9205 2200



[contactus@hume.vic.gov.au](mailto:contactus@hume.vic.gov.au)



[www.hume.vic.gov.au](http://www.hume.vic.gov.au)



Hume City Council  
PO Box 119  
Dallas VIC 3047



## PRESCHOOL PREFERENCES

Please number your preferences from 1 to 3 which you are willing to accept

### BROADMEADOWS

<input type="checkbox"/>	Broadmeadows Preschool	** <i>Independently operated</i> ** 62-70 Blair Street	9302 6071
<input type="checkbox"/>	Gowrie Victoria Broadmeadows Valley	** <i>Independently operated</i> ** 30-54 Johnstone Street	9099 1080
<input type="checkbox"/>	Meadows Primary School Kindergarten	** <i>Independently operated</i> ** 41 Gerbert Street	9309 2573

### CAMPBELLFIELD

<input type="checkbox"/>	Campbellfield Preschool	26 Waratah Street	9359 6304
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### COOLAROO

<input type="checkbox"/>	Coolaroo South	** <i>Independently operated</i> ** Bushfield Crescent	9309 1664
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### CRAIGIEBURN

<input type="checkbox"/>	Aitken Hill Preschool <b>(operating from Term 2 2019)</b>	Cnr of Elevation & Waterview Boulevard	9205 2200
<input type="checkbox"/>	Bank Street Preschool	26 Bank Street	9308 1129
<input type="checkbox"/>	Craigieburn Child & Family Centre	24-36 Cleveland Drive	9205 2712
<input type="checkbox"/>	Hilton Street Preschool	20 Hilton Street	9308 1562
<input type="checkbox"/>	Mitford Crescent Preschool	Enter through Whitely Crescent	9308 2299
<input type="checkbox"/>	Malcolm Creek Preschool	87-91 Grand Boulevard	9308 4843
<input type="checkbox"/>	Pembroke Crescent Preschool	48 Pembroke Crescent	9308 3544
<input type="checkbox"/>	Newbury Preschool	440 Grand Boulevard	9356 6724

### DALLAS

<input type="checkbox"/>	Upfield Kindergarten <i>(at Dallas Brooks Primary)</i>	** <i>Independently operated</i> ** 26-36 King Street, Dallas	9309 1181
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### GLADSTONE PARK

<input type="checkbox"/>	Taylor Drive Preschool	91 Taylor Drive	9338 2009
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### GREENVALE

<input type="checkbox"/>	Barrymore Road Preschool	31 Barrymore Road	9333 3063
<input type="checkbox"/>	Bradford Avenue Preschool	26 Bradford Avenue	9333 1488
<input type="checkbox"/>	Greenvale West Preschool <b>(operating from 2019)</b>	Cnr of Blossom Drive and Ventura Way	9205 2200

### KALKALLO

<input type="checkbox"/>	Cloverton Interim Preschool <b>(operating from 2019)</b>	Cnr Sequoia & Toyon Roads	9205 2200
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### MEADOW HEIGHTS

<input type="checkbox"/>	Tarcoola Preschool	12-16 Tarcoola Avenue	9305 3577
<input type="checkbox"/>	Bethal	** <i>Independently operated</i> ** 26-52 Eldorado Crescent	9309 7626

### MICKLEHAM

<input type="checkbox"/>	Annadale Preschool	27 Elscott Boulevard	9356 6742
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### ROXBURGH PARK

<input type="checkbox"/>	Homestead Preschool	15 Homestead Run	9356 6753
<input type="checkbox"/>	Bluebird Way Preschool	12-14 Bluebird Way	9205 2721

## PRESCHOOL PREFERENCES CONTINUED

Please number your preferences from 1 to 3 which you are willing to accept

### ROXBURGH PARK (continued)

<input type="checkbox"/>	Roxburgh Park Family Centre	** Independently operated** 2-4 Perry Court	9305 3550
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### SUNBURY

<input type="checkbox"/>	Dobell Avenue Preschool	35 Dobell Avenue	9744 2153
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<input type="checkbox"/>	Learmonth Street Preschool	49 Learmonth Street	9744 5626
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<input type="checkbox"/>	McEwen Drive Preschool	9 McEwen Drive	9744 4715
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<input type="checkbox"/>	Stewart's Lane Preschool	9 Stewart's Lane	9744 3635
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<input type="checkbox"/>	Sunningdale Preschool	Dornoch Drive	9356 6995
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### TULLAMARINE

<input type="checkbox"/>	Dawson Street Preschool	27A Dawson Street	9338 0060
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### WESTMEADOWS

<input type="checkbox"/>	Westmeadows Preschool	9A Ardlie Street	9333 1696
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## INTEGRATED PRESCHOOL SERVICES AT LONG DAY CARE

An Integrated Preschool Program is offered at the Long Day Care Centres below. To register for Integrated Preschool, contact the Long Day Care Centre direct.

**\*Child Care fees apply. \*Child Care Benefit (CCB)/Child Care Rebate (CCR) apply to eligible families. \*No term breaks apply.**

### COOLAROO

Westmere Children's Service Centre	492 Barry Road	9351 1544
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### CRAIGIEBURN

Craigieburn Early Childhood Service	153 Craigieburn Road	9308 3747
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### ROXBURGH PARK

Homestead Child & Family Centre	15 Homestead Run	9308 9066
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### SUNBURY

Sunningdale Avenue Children's Centre	Dornoch Drive	9744 2845
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