



Sandhurst  
Catholic Early  
Childhood Education  
& Care Ltd  
*Peace & Goodness*

# Enrolment Information

## 3-Year-Old & 4-Year-Old Kindergarten

# 2025



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# Registration Timeline

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Dates to refer to throughout the year are listed below, however if you have any questions, please contact our Enrolment Officer at [scececenrolment@ceosand.catholic.edu.au](mailto:scececenrolment@ceosand.catholic.edu.au) or phone 0439 336 014.

<b>22<sup>nd</sup> April 2024</b>	Kindergarten registrations <b>OPEN</b>
<b>31<sup>st</sup> May 2024</b>	<b>FIRST ROUND</b> registrations close by 5.00 pm. All registrations after this time will be considered in the 2 <sup>nd</sup> and subsequent round offers.
<b>7<sup>th</sup> June 2024</b>	<b>FIRST ROUND OFFERS</b> sent to families.
<b>21<sup>st</sup> June 2024</b>	<b>FIRST ROUND OFFERS</b> due back to kindergarten.
<b>28<sup>th</sup> June 2024</b>	<b>SECOND ROUND OFFERS</b> sent to families
<b>12<sup>th</sup> July 2024</b>	<b>SECOND ROUND OFFERS</b> due back to kindergarten.
<b>19<sup>th</sup> July 2024</b>	<b>THIRD ROUND OFFERS</b> sent to families.
<b>2<sup>nd</sup> August 2024</b>	<b>THIRD ROUND OFFERS</b> due back to kindergarten. All registrations received after all offers and places are filled will be considered if kindergarten places become available.
<b>September 2024</b>	Families will receive information from their accepted kindergarten regarding commencement procedures, group allocation and orientation and interview days.

If you have provided an email address, your Letter of Offer will be sent to you electronically - this is our preferred method of communication. If you have not provided an email address, please understand there could be delays for your offer to arrive in the post.

## If you require any further information or assistance, please contact:

SCECE&C Enrolment Officer via Email: [scececenrolment@ceosand.catholic.edu.au](mailto:scececenrolment@ceosand.catholic.edu.au) or Mob: 0439 336 014.

## Introduction

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SCECE&C Ltd. acknowledge that children are competent, capable, and successful learners and we are committed to creating positive early learning experiences where all children are supported to become environmentally responsible and given opportunities to construct their own understandings, participate in decisions that affect them and contribute to the learning of others.

Our kindergarten programs are designed by qualified and skilled educators to bring out the very best in each child through the development and provision of quality programs, with play and inquiry central to an integrated approach to learning and teaching. This encourages all children to reach their fullest potential by providing safe, positive and trusting environments which support the development of spiritual, resilient, creative, courageous and confident children.

Families are welcomed, acknowledged and respected as the primary educators and carers of their children. Our kindergarten Teachers and Educators work in harmony with families to support each child's ongoing learning and development. In addition, we can provide families with access to support and assistance for children with additional needs, and resources and links to community support services.

## Child Safe Standards

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The health, safety of children and vulnerable people is of the utmost priority in all settings in the diocese. Policies and Protocols for Early Childhood Education & Care are developed in accordance with the 'Child Safe Standards' as determined by the Victorian Government.

## Entry Age for Kindergarten Programs and Eligibility

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To be eligible to attend a funded kindergarten program:

- children must be at least 3 years old by 30 April in their kindergarten year for the 3-year-old program.
- your child cannot start the kindergarten program until they have turned three years of age.
- children must be at least 4 years old by 30 April in their kindergarten year for the 4-year-old program.
- children cannot attend 2 years of 3-year-old kindergarten.
- each child develops at their own rate and, although your child's age may make them eligible to start kindergarten, other factors may impact on their readiness for such an experience.

## Free Funded Kindergarten

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SCECE&C Ltd. Kindertartens are able to offer 15 hours of free funded programs for both 3-year-old and 4-year-old Kindergarten. Free kindergarten is part of the Labour Government's ongoing reform to early years education in Victoria, to support every child to get the best start for the best life.

[Sending your child to kinder | vic.gov.au \(www.vic.gov.au\)](http://vic.gov.au)

## What are the benefits of Kindergarten?

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Attending a kindergarten program is an important step for your child. It will help your child learn skills they will build on throughout life, strengthening their enthusiasm for learning. At kindergarten, your child will grow socially and emotionally. Their ability to think, use and recognise language and to use their motor skills will be developed through play, art, dance, music, movement, and interaction with others. They will develop their fine motor skills and various hand-eye coordination tasks. Your child will be learning to be an engaged and effective learner as they develop and extend their communication skills; begin to understand their place in their community and knowledge about their world; develop skills that assist with reading, writing and mathematics; learn to be creative; and build self-confidence.

Our high-quality program will nurture relationships among children, teachers, and parents. It will allow the child to spend time away from parents and build trusting relationships with other people. Children who attend two years of high-quality kindergarten can improve the educational outcomes for children that matter for success later in life, including language, literacy, numeracy, and social and emotional wellbeing.

For more information visit [Kindergarten | vic.gov.au \(www.vic.gov.au\)](http://vic.gov.au)

## Priority of Access Guidelines

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As part of the funding criteria for all Kindergarten access, the Department of Education (DE) sets a priority of access for the allocation of kindergarten places that must be adhered to.

The broad outline for priority of access criteria as stipulated by DE for Kindergarten access is as documented below. There are also additional definitions and criteria within each category.

- **Children at risk of abuse or neglect, including children in out-of-home care**
- **Aboriginal and/or Torres Strait Islander children**
- **Asylum seeker and refugee children**
- **Children that meet the eligibility criteria for the Kindergarten Fee Subsidy**
- **Children with additional needs**
- **Children of parents who satisfy the work / training / study test**
- **Children with a community connection**

For more information visit [Education – information for parents | vic.gov.au \(www.vic.gov.au\)](http://vic.gov.au)

## National Quality Framework

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The Australian Children's Education and Care Quality Authority (ACECQA) works with all governments to provide guidance, resources, and services to support the sector to improve outcomes for children. Funded Kindergarten Programs operate under the National Quality Framework where services are required to meet the requirements of the Education and Care Services National Law Act 2010, the Educational and Care Services National Regulations 2011 and the National Quality Standards.

Education and care services will be assessed and rated, with a focus on seven key quality areas of the National Quality Standards. These ratings will help parents make more informed choices about the education and care of their child.

The Department of Education is responsible for regulating Education and Care Services on behalf of ACECQA. All education and care services in Victoria are required to ensure that children are educated and cared for in an environment that is safe, meets their learning and development needs, and supports their health and wellbeing.

Services are required to employ educators with appropriate qualifications and provide educational programs based on children's abilities, interests, and experiences.

For more information visit: [National Quality Framework | vic.gov.au \(www.vic.gov.au\)](https://www.vic.gov.au/national-quality-framework)

## Victorian Early Years Learning and Development Framework

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The Victorian Early Years Learning and Development Framework describes the Principles, Practices and Outcomes essential to advance young children's learning from birth to eight years of age.

The Framework supports and guides Early Childhood Professionals to work together, with children and with families to achieve the best outcomes for children. The Framework identifies five learning outcomes for children from birth to eight years, targeted to develop the knowledge and skills children need to be confident and happy throughout their life:

- Children have a strong sense of identity.
- Children are connected with and contribute to their world.
- Children have a strong sense of wellbeing.
- Children are confident and involved learners.
- Children are effective communicators.

# Enrolling a Child in an Approved Children’s Service

The person who has lawful authority for a child (parent/s, legal guardian/s or guardian/s) can enrol a child at a children’s service, complete the enrolment form and sign the relevant authorisations in accordance with regulations 160, 161 and 162. If there are any court orders in place relating to the powers, duties, responsibilities, or authorities of any person(s) in relation to the child or access to the child, the Nominated Supervisor or the Responsible Person in Charge must ensure the details of the court order are recorded in the child’s enrolment record pursuant to regulation 160(c) and (d) for licensed children’s services. The Educators should be familiar with any court orders and abide by them as they relate to the provision of care and education of the child at the service.

## No Jab No Play

Under the legislation, before your child can be enrolled for kindergarten, you will need to provide proof that your child is fully immunised for their age, on a vaccine catch-up program, unable to be fully immunised for medical reasons or eligible for the 16 weeks grace period.

‘Conscientious Objection’ is not an exemption under the ‘No Jab, No Play’ legislation.

For more information, view the immunisation schedule for vaccines available under the National Immunisation Program and when they should be received.

Legislation is currently in effect, parents/carers need to provide the kindergarten with an immunisation history certificate. This statement shows the vaccines your child has received. The statements can be obtained from Medicare or your MyGov account ([myGov Home](#) | [myGov](#)). Please refer to attached sample.

Some children may be exempt from the requirement to be fully vaccinated on medical grounds. Parents or carers who think their child may require a medical exemption should contact their doctor (GP). If your child has a medical reason for not being vaccinated, a GP needs to complete and sign an ‘Immunisation Medical Exemption’ form.

For more information, please refer to [No Jab No Play - Better Health Channel](#)

Immunisation history statement

As at: 01 June 2019  
For: ARMANDO D BOWERS  
Date of birth: 01 Nov 2017  
Immunisation status: up to date

Schedule	Immunisation	Date given	Brand name given	Provider type
Birth	Hepatitis B	01 Nov 2017	Engerix-B	Hospital
2 months	Diphtheria Tetanus Pertussis Hepatitis B Polio Hib Pneumococcal Rotavirus	01 Jan 2018	Infanrix Hexa Prevenar 13 RotaTeq	GP
4 months	Diphtheria Tetanus Pertussis Hepatitis B Polio Hib Pneumococcal Rotavirus	01 Mar 2018	Infanrix Hexa Prevenar 13 RotaTeq	GP
6 months	Diphtheria Tetanus Pertussis Hepatitis B Polio Hib Pneumococcal Rotavirus	01 May 2018	Infanrix Hexa Prevenar 13 RotaTeq	GP
12 months	Measles Mumps Rubella Meningococcal C Hib	01 Nov 2018	MMR II Menitorix	GP
18 months	Measles Mumps Rubella Varicella	01 May 2019	Priority-Tetra	GP

Next immunisation's due  
Diphtheria Tetanus Pertussis Poliovirus  
Date due: 01 Nov 2020

## Kindergarten Certificate

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A Kindergarten certificate is displayed at the entrance of each SCECE&C Ltd. Kindergarten showing that the kindergarten program receives Victorian Government funding and is delivered by a qualified early childhood teacher.



## Kindergarten Fees

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Victorian Government funding contributes to the cost of our service providing Kindergarten programs. The Department of Education has provided free kindergarten for 3- and 4-year-old funded programs since 2023. Kindergarten fees will not be charged by your nominated service.

A copy of our fee policy is available for your information – please contact our Enrolment Officer at [scececenrolment@ceosand.catholic.edu.au](mailto:scececenrolment@ceosand.catholic.edu.au).



## Kindergarten Fee Subsidy

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The Victorian Government kindergarten fee subsidy allows children to access up to 15 hours of funded kindergarten delivered by a qualified early childhood teacher for free or at low cost.

Your child is eligible for the kindergarten fee subsidy:

- if your child identifies as Aboriginal and/or Torres Strait Islander
- if your child is identified on their birth certificate as being a multiple birth child (triplets or more).

Your child is also eligible if they hold, or have a parent or guardian who holds, one of the following:

- A Commonwealth Health Care Card
- A Commonwealth Pensioner Concession Card
- A Department of Veterans Affairs Gold Card or White Card
- Refugee or Asylum Seeker Visa (200-204, 786 or 866)
- Bridging Visas for any of the above Refugee or Asylum Seeker Visas.

If your family or child has a humanitarian or refugee visa listed by the Department of Immigration and Border Protection that is not included in the above list, your child may still be eligible for the kindergarten fee subsidy. Please speak with our Enrolment Officer (e: [sceceenrolment@ceosand.catholic.vic.edu.au](mailto:sceceenrolment@ceosand.catholic.vic.edu.au) or t: 0439336014) for more information.

Find out more at [Costs of kindergarten | vic.gov.au \(www.vic.gov.au\)](https://www.vic.gov.au/costs-of-kindergarten)

## Koorie Kids Shine

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Koorie Kids Shine was launched by the Victorian Government to help promote participation by Aboriginal and/or Torres Strait Islander children in kindergarten.

**To be eligible, your child must turn 3 or 4 years old by 30 April in the year they go to kindergarten.**

Our kindergartens work hard to create culturally safe places for Koorie children and families and include Aboriginal perspectives in the learning curriculum and environment.

You are encouraged to talk with your child's teacher about your own cultures and beliefs, and how these can be incorporated into the activities at kindergarten.

Find out more at [Kindergarten for Aboriginal children: Koorie Kids Shine | vic.gov.au \(www.vic.gov.au\)](https://www.vic.gov.au/kindergarten-for-aboriginal-children)

## Early Start Kindergarten (ESK)

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Early Start Kindergarten provides eligible 3-Year-Old children with access to kindergarten for up to 15 hours per week for free. It is available for 3-Year-Old children identified as Aboriginal and/or Torres Strait Islander, refugee and/or asylum seeker and children known to the Department of Families, Fairness and Housing (DFFH), Child Protection or Child FIRST/Orange Door.

**Children must be at least 3 years of age by 30 April in the year they attend.**

Find out more at [Early Start Kindergarten | vic.gov.au \(www.vic.gov.au\)](http://www.vic.gov.au)

## Assistance for Children with Additional Needs

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The Victorian Government is committed to delivering an inclusive early childhood and school system that ensures that all families and their children have access to quality services and support to meet their needs – no matter what your family’s circumstances or background. This includes families whose children have diagnosed disabilities and developmental delays, or refugee and asylum-seeker families. The following programs respect your family’s individuality and help develop connections with the community that will encourage your child’s learning, development, and wellbeing in the early years.

### - Kindergarten Inclusion Support (KIS) Program

The Kindergarten Inclusion Support (KIS) Program provides support that enables children with high support needs and diagnosed disabilities to take part in funded Kindergarten programs. The services aim to develop a sense of belonging and inclusion for all families, and to respond to children and families’ individual needs.

The program helps kindergartens with things such as: special training for kindergarten educators to work with children with disabilities or complex medical needs; creating learning programs that are inclusive; working closely with families who need extra support; an extra assistant to help with teaching your child and to further support all children.

### - Preschool Field Officers

All funded kindergarten programs can use preschool field officers. They help kindergarten teachers improve their skills and confidence to meet the needs of children with additional needs.

Preschool field officers are early childhood teachers with experience in delivering high-quality inclusive kindergarten programs.

They work with kindergarten teachers, not one-on-one with your child. Their role includes:

- I. Helping the teacher identify your child’s learning needs, and
- II. Supporting the teacher to provide an inclusive kindergarten program.