



APPLICATION FOR ENROLMENT 3 & 4 YEAR OLD PROGRAMS

Please complete **Page 3 + 4** of this form, **SAVE** the document and send to: **enrolments@alchestervillagepreschool.com.au** OR you can manually fill out and mail or drop it in to our kindergarten.

General Information

Alchester Village Pre-school is a not-for-profit organisation dedicated to helping your child develop skills and abilities that are conducive to further learning, at their own pace. We offer a happy, fun and safe environment for the children to explore their skills and enjoy varied learning experiences.

- Submit your application as soon as possible. This can be done from birth
- When form is received by the pre-school, your child is placed on a waiting list
- Enrolments are offered in order of date of application
- We prioritise children in accordance with regulations and funding criteria

High Priority Children

If eligible for Early Start Kindergarten or Access to Early Learning

Aboriginal and/or Torres Strait Islander children

Children with additional needs

Children eligible for the Kindergarten fee subsidy

Please inform enrolment officer or staff during your visit if any of the above apply

See board for further information

- You will receive confirmation though please note: this does not guarantee a place for your child
- In the year prior to your child attending, you will be contacted confirming your child's position on our list and you will be requested to attend our OPEN DAY (mid year). Payment of a placement fee is required at this time to secure your position
- You will be notified between August and September if your application has been successful or not
- Notification of change of address and/or phone number should be advised immediately to the Enrolment Officer c/o the pre-school

If you cannot be contacted your application will lapse

- There is no charge to submit an application at this Pre-School



IMPORTANT INFORMATION

“Evidence of up to date immunisation **MUST BE PROVIDED WITHIN TWO MONTHS PRIOR TO OUR CHILD COMMENCING AT OUR SERVICE**”

- Fully immunised for their age
- On a vaccination catch-up program
- Unable to be fully immunised for medical reasons
- ‘Conscientious objection’ is not an exemption under the ‘No Jab No Play’ legislation

WE ASK THAT THIS INFORMATION IS PROVIDED AT OPEN DAY WHEN ENROLMENT IS CONFIRMED

Alternatively if your child is on a Waiting list, once the enrolment is confirmed or by Orientation Day in November.

- After completing the attached application form, please return as soon as possible...
Either: To the pre-school, or post to..

THE ENROLMENT OFFICER
C/O ALCHESTER VILLAGE PRE-SCHOOL
30 LOCKWOODS ROAD
BORONIA 3155

For any further information please contact the Enrolment Officer
0478 888 477

Thank you
Committee of Management
Alchester Village Pre-school

APPLICATION FOR ENROLMENT

DETAILS OF YOUR CHILD

Date of Birth

/

/

Male

Female

Surname

Given Names

RESIDENTIAL ADDRESS

Language Spoken at Home

DETAILS OF PARENT / GUARDIAN

Mother's Name

Father's Name

ADDRESS FOR RETURN POSTAGE

TELEPHONE NUMBERS

Home

Business

Email

Mobile

WHICH GROUP WOULD BE YOUR PREFERENCE?

3 YEAR OLD PROGRAM

Year of Entry

WALLABY

MON - 2:00 - 5:00

WED - 2:00 - 5:00

THUR - 8:30 - 11:30

NOTE: This is comprised of 3yr olds only

Wish to Attend Wallaby

WOMBAT

TUE + FRI - 8:30 - 1:00

NOTE: This is part of a combined 3 and 4yr old group

Wish to Attend Wombat

4 YEAR OLD PROGRAM

Year of Entry

COCKATOO

MON - 8:30 - 1:30

WED - 8:30 - 1:30

THUR - 12:00 - 5:00

NOTE: This is comprised of 4 year olds only

ROSELLA

TUE + FRI - 8:30 - 4:00

NOTE: This is comprised of 3 + 4 year olds.
3s leave at 1:00 – 4s then have their own focused time.

APPLICATION FOR ENROLMENT

COMMENTS

Applicant's
Signature

Date

/

/

Relationship to
Child

ENROLMENT APPLICATION ACKNOWLEDGMENT

Note: If Email address provided you will receive an email acknowledgment

Reference No

Parent's Name

Child's Name

Address

Date

/

/

**We acknowledge receipt of your child's pre-school application,
which has been placed on our enrolment list for the year.**

Please note that this does not guarantee a placement with the pre-school.
Thank you for considering Alchester Village Pre-School. Committee of Management.

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OR you can manually fill out and mail or drop it in to our kindergarten.