

Early Childhood Management Services

7.7.7 - 3 year old Kindergarten Application Information

ECMS offer early years programs in many locations across Melbourne (see attached list). To find out more about these programs, go to www.ecms.org.au/kindergarten-programs-melbourne

Your child is eligible to attend an ECMS 3 year old kindergarten program if:

- they are 3 or will turn 3 years of age on or before 30th April in the year they start attending* AND
- they are fully vaccinated for their age (see No Jab No Play below for more info)
- If your child turns 3 after the 30th April, you may apply, however you will be placed on our waiting list. Once your child has turned three, and a position becomes vacant, we will contact you accordingly.

*Please note that if your child turns 3 between the start of term and the 30th April, you can accept a place but will not be able to attend until they turn 3. To accept and hold a place until your child turns 3 you will need to pay the full term fees.

No Jab, No Play

The Victorian Government has amended the Public Health and Wellbeing Act 2008. The Public Health Amendment (No Jab No Play) Act 2015 means that Early Childhood Education and care services cannot enrol a child, unless the parent/guardian has provided documentation that shows the child is fully vaccinated for their age, or is on a recognised catch-up schedule if their child has fallen behind with their vaccinations, or has a medical reason not to be vaccinated.

You will be required to provide your child's Immunisation History that indicates status of current immunisations and the due date of their next immunisation.

How do I apply?

Application forms are available through

- ECMS website www.ecms.org.au
- Participating kindergartens
- Enrolment Officer - email: enrolments@ecms.org.au ph: (03) 8481 1117

Applications will be accepted from the first Monday in March for programs running the following year. All applications will be date stamped and entered into the system in date order. Applications received before the first Monday in March will be returned.

Confirmation of receipt of your application will be sent via email.

To apply:

1. Complete the enrolment application form. Use separate forms for multiple children (e.g. twins).
2. Return documents via email or post to address listed on application form

Will my child get a place?

You will be notified of the outcome of your application in a Letter of Offer in August. Places will be allocated in the order in which applications are received. However, please note that ECMS has a policy of prioritising children at risk, children with additional needs and Aboriginal and/or Torres Strait Island children.

Unsuccessful applicants will also be notified and placed on a waiting list. If you would like to be removed from a waiting list, please let us know.

Accepting, deferring or declining your offer

Once you receive your Letter of Offer you need to return the Confirmation Form (included with the offer) to accept, defer or decline the offered place. This should be returned within 2 weeks of receiving the offer.

Although we will endeavour to place families in their 1st preference unfortunately not all families will be able to be accommodated and therefore will be placed in their 2nd or 3rd preference.

4 Year Old Kindergarten

Entry into a 3 year old kindergarten does not guarantee a place in the 4 year old program at the same kindergarten. 4 year old enrolments should be made directly to your local government. For more information visit your local council website or the kindergarten page of the ECMS website www.ecms.org.au/all-ecms-kindergartens

Overview

1. Application opens first Monday in March the year before your child will attend
2. Return completed application form to ECMS via email or post
3. Letters of Offer posted to families around August in the year prior to enrolment
4. Return the Confirm Form to accept / decline or defer offer

3 year old Kindergarten Application Form

Please complete all sections on both pages of this form. Otherwise we will be unable to process your application and it will be returned.

Child's details

First name _____ Family Name _____

Date of Birth ____ / ____ / ____ Female Male

Parent's/Guardians details

Parent/guardian first name _____ Family name _____

Relationship to child _____ Language spoken at home _____

Address _____

Suburb _____ Postcode _____

Home phone _____ Work phone _____

Mobile _____ Email _____

Proof of child's date of birth attached (copy of birth certificate or passport)

Is the child of Aboriginal/or Torres Strait Islander descent? Yes No

Does your child have: Anaphylaxis Asthma Allergies Epilepsy Diabetes

Other medical conditions? Please specify

If any of the 'medical condition' boxes are ticked, your child is required to have a current medical management plan when commencing a 3 year old early years program (please speak to the kindergarten staff if you require more information)

Are your child's immunisations up to date? _____

Immunisation information: The Victorian Government has amended the Public Health and Wellbeing Act 2008. The Public Health Amendment (No Jab No Play) Act 2015 means that Early Childhood Education and care services cannot enrol a child, unless the parent/guardian has provided documentation that shows the child is fully vaccinated for their age, or is on a recognised catch-up schedule if their child has fallen behind with their vaccinations, or has a medical reason not to be vaccinated.

You will be required to provide an Immunisation History Statement when you enrol your child later in the year. For more information visit www2.health.vic.gov.au/public-health/immunisation/vaccination-children-adolescents/no-jab-no-play

Office Use Only					
Date rec:	ECMS #	Notes	Wait List		

Year of attendance

Please indicate year requested for attendance:

Year _____

Placement preferences

Please refer to attached list of relevant early year programs and list, in order, your preferred location using the centre's full names as per the attached list.

1st preference _____

2nd preference _____

3rd preference _____

Declaration and consent

I _____ (print full name), a person with lawful authority of the child referred to in this enrolment form, declare that the information provided in this enrolment form is true and correct. I declare that I have read and understood the enrolment procedures of ECMS and understand that in lodging this application, an offer of enrolment is not guaranteed.

Signature _____ Date _____

Paperless communication

All correspondence from ECMS to be sent via email, to the address provided below (including invoices/statements for fees, newsletters and other notices) unless specifically request to be sent post.

Please send all email correspondence to:

If post is required please tick box.

Submitting your application

Please print off this form, sign and date and then return with a copy of proof of date of the child's birth date to ECMS via:

- Email : enrolments@ecms.org.au or
- Post: PO Box 182, NORTHCOTE, Vic 3070

ECMS 3 year old Kindergarten programs List - Local Government Area

Kindergarten	Address	Phone
Banyule		
Delta Road Preschool	15 Delta Road, Watsonia 3087	9434 1113
Greenhills Preschool	Community Drive, Greensborough, 3088	9434 3379
Greensborough Preschool	17-19 Ester Street, Greensborough, 3088	9434 4645
Interlaken Kindergarten	19 Interlaken Parade, Rosanna 3084	9458 1148
Macleod Preschool	Birdwood Avenue, Macleod 3085	9457 6284
St Helena Preschool	22-28 Wallowa Road, Eltham North 3095	9438 4140
Brimbank		
Barbary Crescent Preschool	Barbary Crescent, Taylors Lakes 3038	9449 4355
Copperfields Preschool	80 Copperfield Drive, Delahey 3037	9307 7805
Kealba Kindergarten	24 McShane Drive, Kealba 3021	9366 6233
Keilor Downs Kindergarten	12a Antwerp Drive, Keilor Downs 3038	9366 1945
Keilor Gatehouse Preschool	11a Parramatta Road, Keilor 3036	9336 3270
Keilor Park Preschool	Corner Spence Street and Thea Court, Keilor Park 3042	9336 3758
Keilor Village Preschool	Corner 775 Old Calder Highway and Kennedy Street, Keilor 3036	9336 4010
Kings Park Kindergarten	24 Maplewood Road, St Albans 3021	9366 6692
Sydenham Kindergarten	7 Community Hub, Sydenham 3037	8348 3511
Glen Eira		
Caulfield Primary Early Learning Centre	724A Glenhuntly Road, Caulfield South 3162	9523 1473
Hobsons Bay		
Altona West	14 Lindwood Avenue, Altona 3018	9398 2015
Seaholme Kindergarten	2 Parkside Crescent, Seaholme 3018	9398 1216
Somers Parade Kindergarten	4 Somers Parade, Altona West 3018	9398 1526
Kingston		
Clayton South Kindergarten	11-15 Narrumburn Road, Clayton South 3169	9551 4914
Edithvale Preschool	29 Fraser Avenue, Edithvale 3196	9772 3136
Highett Preschool	3 Station Street, Highett 3190	9555 8441
Patterson Lakes Kindergarten	189 Gladesville Boulevard, Patterson Lakes 3197	9772 3613
Washington Drive Preschool	3 Washington Drive, Oakleigh South 3167	9570 6565
Melton		
Arnolds Creek Kindergarten	19 Claret Ash Boulevard, Melton 3337	9746 8317
Bridge Road Kindergarten	132 Bridge Road, Melton South 3338	8732 9385
Brookside Preschool	Federation Way, Caroline Springs 3023	9361 2456
Melton Central Kindergarten	237 Station Road, Melton 3337	9743 3764
Moreland		
St Linus' Anglican Kindergarten	13 Delta Avenue, Merlynston 3058	9354 6276
Moorabool		
Darley Early Years Hub	182 Halletts Way, Darley 3340	TBA
Young Street Preschool	Corner Bennett and Young Streets, Bacchus Marsh 3340	5367 2443
Whittlesea		
Epping Preschool	849 High Street, Epping 3076	9401 1206