

# Central Registration

## An easy guide to signing up for three and four-year-old sessional kindergarten

From 2022 the Victorian Government will provide funding for both three and four-year-old kindergarten.

Kingston Council has developed this easy guide to introduce you to the central registration process for sessional three and four-year-old kindergarten and help you understand the steps needed to get your children registered.

### What is three and four-year-old sessional kindergarten?

Three and four-year-old sessional kindergarten (sometimes called 'funded kindergarten', 'preschool' or 'early years education') is a two-year early education program for children before they start primary school.

In Victoria, kindergarten is not compulsory, but the kindergarten experience gives your child important opportunities to learn, make friends, develop skills through a play-based curriculum and also helps prepare them for their transition to primary school.

### Where is it offered?

Three and four-year-old sessional kindergarten is offered in community kindergartens, child care centres and schools. It is managed by volunteer committees, not-for-profit early years managers, Council, schools or private providers.

### Is my child eligible?

To be eligible for three and four-year-old sessional kindergarten, children must be three years of age or older by 30 April in the year they start kindergarten.

### What does it cost?

The Victorian State Government provides funding for eligible children to attend two years of kindergarten prior to starting school.

All kindergartens charge fees to help meet the cost of running kindergarten programs. Fees are set by individual kindergartens. Contact the kindergarten directly for their schedule of fees.

The Kindergarten Fee Subsidy is available to eligible families to provide free or low-cost kindergarten. For more information, visit [www.education.vic.gov.au](http://www.education.vic.gov.au)

### What is the central registration scheme for three and four-year-old kindergarten?

Council is committed to facilitating an equitable registration and allocation process for families to access sessional kindergarten for eligible children.

Through the central registration scheme for three and four-year-old sessional kindergarten, families can nominate

three kindergarten group preferences and participate in the allocation process.

This provides a pathway for children to access kindergartens in their local area and ensures a streamlined, transparent and fair allocation process.

Three- and four-year-old kindergarten places are allocated separately. Every effort will be made to place children at the same kindergarten for both years. Unfortunately we are unable to guarantee this.

### What can you expect from the central enrolment scheme?

Council recognises that supporting the healthy development of children has significant long-term benefits for building, strong, resilient communities.

The central registration scheme for three and four-year-old sessional kindergarten is provided on behalf of participating kindergarten service providers including volunteer committees of management, early years managers and Council-managed kindergartens.

### The scheme aims to:

- Ensure the maximum number of children receive one of their kindergarten group preferences;
- Provide a transparent and equitable allocation process;
- Support the registration and provision of three and four-year-old sessional kindergarten places; and
- Maintain relevant data to ensure the effective future planning of services

### What is the allocation priority?

In accordance with Victorian State Government guidelines, children are eligible for allocation priority if they:

- are at risk of abuse or neglect;
- are in out-of-home care;
- have an additional need;
- are Aboriginal or Torres Strait Islander or an asylum seeker or refugee;
- are eligible for Kindergarten Fee Subsidy; or
- are eligible for a second year of funded kindergarten or have delayed their kindergarten year.

Allocation priority will be subject to resident and non-resident criteria, outlined in the allocation criteria.

## What is the allocation criteria?

There are six levels of criteria for the allocation of three and four-year-old sessional kindergarten places:

- Level 1 Residents of the City of Kingston, who live within a 2km radius of the service of their first preference **and** have a prior connection to the service.
- Level 2 Residents of the City of Kingston, who live within a 2km radius of the service of their first reference **or** have a prior connection to the service.
- Level 3 Resident of the City of Kingston
- Level 4 Non-residents of the City of Kingston who live within a 2km radius of the service of their first preference **and** have a prior connection to the service or to the City of Kingston.
- Level 5 Non-residents of the City of Kingston, who live within a 2km radius of the service of their first reference **or** have a prior connection to the service or to the city of Kingston.
- Level 6 Non-residents of the City of Kingston.

## How does the allocation radius work?

- The 2km radius does not act as a zone and all children are invited to submit their registration form for the kindergarten of their choice.
- The distance between your home and the kindergarten is measured in a straight line (as the crow flies) within the 2km radius.
- If you are not sure if you live within a 2km radius of your preferred kindergarten, go to [kingston.vic.gov.au/centralregistration](http://kingston.vic.gov.au/centralregistration)

## How do families apply to register with the central registration scheme for three and four-year-old sessional kindergarten?

- Step 1 Visit the various kindergarten services and decide on the kindergarten that best meets your needs
- Step 2 Complete the online Registration Application Form at [kingston.vic.gov.au/centralregistration](http://kingston.vic.gov.au/centralregistration)
- Step 3 Submit your online Registration Application Form from 1 May in the year prior to your child attending kindergarten.

There are three formal allocation rounds conducted in July and August each year. Registrations must be submitted by 30 June to be considered in the first allocation round.

If your child is not allocated a place in any of the allocation rounds, the Central Registration Officer will contact you directly to discuss your options.

- Registration does not guarantee kindergarten placement.

## Early Start Kindergarten

Early Start Kindergarten provides free or low-cost kindergarten to eligible three-year-old children, for 15 hours per week, where programs are offered by a qualified teacher.

## Is my child eligible for Early Start Kindergarten?

Children are eligible if they are aged three by 30 April in the year they will be attending kindergarten, are Aboriginal or Torres Strait Islander or their family have received support from Child Protection.

## Where can I find out more about Early Start Kindergarten?

For more information about Early Start Kindergarten visit [education.vic.gov.au](http://education.vic.gov.au)

## Have more questions?

For more information, online application and alteration forms, visit [kingston.vic.gov.au/centralregistration](http://kingston.vic.gov.au/centralregistration) or contact the Central Registration Officer on 9581 4851.

Information is also available at your local Maternal & Child Health Centre or from one of your local community kindergartens.

## How to submit your forms

Forms can be submitted online or in person to City of Kingston Customer Service Centres in Cheltenham or Chelsea.

## Participating Kindergartens

To find participating kindergartens visit [kingston.vic.gov.au/centralregistration](http://kingston.vic.gov.au/centralregistration)

