



THREE-YEAR-OLD ACTIVITY GROUP PROGRAM AND ENROLMENT INFORMATION

Seabrook Kindergarten runs a fully supervised program for children aged three plus. Seabrook Kindergarten's policy states that a child must be **three by the end of April** in the year they are attending the three-year-old program and they **cannot begin until they are three years of age**. Please note should your child be turning three during term one, **fees are still applicable for term one in order to secure your child's place. Your child cannot commence until their 3rd birthday.**

THE PROGRAM

The program we offer is generally an introduction to four-year-old kindergarten. It is a play based program and evolves from children's individual and group interests as well as intentional teaching activities. The experiences are open ended to allow the children the opportunity to engage at their own developmental level.

We have permanent play spaces (painting, drawing, clay or play dough, puzzles, library, block construction and a dramatic play area). The children are involved in establishing and maintaining class rules and routines while our group times include discussions, Tai Chi, music and movement which allows children to gain confidence, coordination and express opinion and ideas. Our outdoor program develops gross motor skills and allows children to challenge themselves as they explore.

Our three year old Activity groups operate in school term-time (4 terms per year) and the sessions are:

FROGS (2 x 3 hourly sessions per week, term time) \$470.00 per term (Registered Child Care Rebate may also apply)	TURTLES (2 x 3 hourly sessions per week, term time) \$470.00 per term (Registered Child Care Rebate may also apply)
Monday afternoons 12noon-3pm & Wednesday mornings 8.30am-11.30am	Monday mornings, 8.30am-11.30am & Wednesday afternoon 12noon-3pm

- For both of the three-year-old groups, your child will have the same Activity Group Leader and Assistant, providing excellent continuity and support for your child
- Our three-year-old leader and three-year-old assistant are both assistants on our 4 years old kindergarten programs, again providing great continuity for the following year, should your child progress onto our 4-year-old kindergarten program
- We are fortunate to be able to have a third assistant in the three-year-old activity group.
- Maximum of 22 children per class (in line with new Education and Care National Regulations (2011) that from 2016 all children's services will provide 1 educator per 11 children), we are therefore providing 1 educator per 8 children.
- Maintenance Levy \$50.00 per family per year (refundable if a parent attends a working bee/sausage sizzle or is elected on our committee of management and attends 3 committee meetings)
- Fees and levies will be confirmed in the August/September of the year before your child starts – available on our website (as below) or via a letter of offer)
- Applications must be received by 31 July the year before they are due to attend three-year-old Activity Group.

ENROLMENT

The Application Form is an **APPLICATION FORM ONLY**. You can submit the application form from the day the child being enrolled turns two. Once the completed application is received by the Kindergarten your child's name will be placed on a waiting list, places will be offered in accordance with our enrolment policy including the priority access guidelines issued by Hobsons Bay City Council. If you are going to be offered a place you will be informed in approximately September of the year before the child will commence. Please Note: Unfortunately, a child attending our three-year-old program **IS NOT** guaranteed a place for four-year-old kindergarten as the four year groups are allocated by Hobsons Bay City Council.

A non-refundable application fee of \$15.00 is to be paid to secure your child's place on the waiting list. This is common practice for most kindergartens and aims to cover the administration costs associated with enrolment and placement offers. As we do not have EFTPOS facilities, cash only please. A receipt will be issued when payment is received as proof of your payment and application.

To enrol you will need to:

- Complete the Application Form accurately.
- Attach a **copy** of the child's birth certificate.
- A copy of a recent utility bill with proof of address (Hobson's Bay Residents have priority, but we welcome all families in the local community)

Four-year-old kindergarten application forms can be obtained from Hobson's Bay City Council ☎ 9932 1000 or from the Seabrook Kindergarten office. As with the three-year-old activity group, enrolments for four-year-old kinder are taken from the child's second birthday. If after reading this information you have any further questions please contact Mandy Reston, Kindergarten Operations Manager on 9395 3012. Thank you.



Three-Year-Old Activity Group - Enrolment Application Form

Year child to attend the 3-year-old program (must be 3yrs by the end of February of enrolled year)	2018	2019	2020
Child's Name	Child's Surname	D.O.B	Male/Female

Parent Name	Surname	Relationship to Child	
Home Number	Work Number	Mobile Number	

Parent Name	Surname	Relationship to Child	
Home Number	Work Number	Mobile Number	

Postal Address	Post code
Email address (Please print)	

Main language spoken at home		Second language	
Is your child of Aboriginal decent	Yes/No	Is your child of Torres Strait Islander decent	Yes/No
Does your child have additional needs? <i>(You are required to discuss your child's needs with the teacher when you enrol your child).</i>	Yes/No	If yes please give details	
Is your child registered with a specific agency in relation to their special needs?			Yes/No
Do you permit a Seabrook Kindergarten Staff Member to contact the agency in relation to your child?			Yes/No
Name of agency:	Contact Person	Phone	
Has your child's sibling attended Seabrook Kindergarten?			Yes/No
Siblings name	Group	Year	
Is your child cared for within Hobsons Bay three days per week or more?			Yes/No
Do either of the child's parents work three days or more in the municipality of Hobson's Bay?			Yes/No

TWO SESSIONS PER WEEK: Please select order of preference 1-2:

FROGS (Mon. 12noon-3pm & Wed. 8.30am-11.30am)		TURTLES (Mon. 8.30am-11.30am & Wed. 12noon-3pm)	
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Please Note: Three year old activity group places are limited within Seabrook Kindergarten and are in high demand. Places are allocated according to our enrolment policy. This application does not guarantee a place in our three year old program. Your child will be placed on the waiting list if a place is not available. Placement within the activity group cannot be guaranteed until approximately September of the year prior to attendance.

I, _____ the parent/guardian of the above child agree that the information I have provided, to my knowledge, is true and correct. I attach a copy of their birth certificate or equivalent and proof of address. I have enclosed the \$15.00 application fee. I have read and understood the information provided. I agree that if any of the above details change I will inform the kindergarten in writing, if I cannot be contacted via the information I have given above this application will be cancelled. **I fully understand that my child must be three years of age by the end of February of the year they are attending the three year old program. I understand they cannot begin until they are three years of age and that the whole of term 1 fees are still applicable in order to secure my child's place.**

Signature of Parent/Guardian: _____ Date: _____

Office Use	Date Rec'd		Initials		Cash/Cheque		Receipt No	
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