

2025 Kindergarten Registration Form





- $^{\star}$  To attend 4 year old Kindergarten in 2025 your child will need to be 4 years of age by 30 April 2025.
- $^{\star}$  To attend 3 year old Kindergarten in 2025 your child will need to be 3 years of age by 30 April 2025.

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Surname			
First name			
Date of Birth / / 20 Male	Female		
(All contact will be directed to parent / guardian 1 8 Parent / Guardian 1.) <b>Required Information</b>	all supporting documentation must be listed under		
3 YEAR OLD KINDERGARTEN APPLICATION			
4 YEAR OLD KINDERGARTEN APPLICATION	N□ 44 - 9 1 (P) (m)		
PARENT / GUARDIAN 1	PARENT / GUARDIANS 2		
Title: Mr / Mrs / Ms / Miss (Please circle)	Title: Mr / Mrs / Ms / Miss (Please circle)		
Surname	Surname		
First name	First name		
Relationship to child	Relationship to child		
Current Residential Address	Current Residential Address		
Suburb Postcode	Suburb Postcode		
Mailing Address (only complete if different from ab	ove)		
AH Phone	AH Phone		
BH Phone	BH Phone		
Mobile	Mobile		
Email	Email		
Main Language spoken	Main Language spoken		
Do you require an interpreter?  Yes No No	Do you require an interpreter?  Yes No		

INFORMATION
I am a resident/ratepayer of the Melton City Council? Yes No
Please attach proof of your residency e.g. Copy of rates notice, lease agreement, land sale, driver's licence
<b>Please note:</b> Kindergarten registrations from families who reside outside of the City of Melton are required to be assessed by the Director City Life.
Registrations from families residing outside the municipality will not be assessed until November, the year of Kindergarten registration and will be determined in relation to the Kindergarten vacancies at the time.
Is your child a Twin Triplet Quadruplet N/A
In order to ensure all families are prioritised accordingly, please complete and attach any required documentation. If documentation is not provided, priority access WILL NOT be applied.
SUPPORT PERSON
If you would like a professional support person included in communications about your child's registration please complete details below:
Name
Organisation
Role
Mobile Phone
Email Address

## PRIORITY ONE AND TWO ELIGIBILITY:

Priority of Access Criteria	Requirements for Eligibility	Please tick if appropriate
Priority One		
Previous year Deferrals: Children of Melton residents who attended Kindergarten in Term One but withdrew.	Teacher/educator required to submit a referral outlining the child would benefit from deferring to the following year.  Children who do not attend the program will not be entitled to a Deferral.	
Children of Melton residents who are at risk of abuse or neglect or children in out-of-home care.	The child is:  ► eligible for ESK or AEL, and/or  ► family, carer or legal guardian identifies the child as known to Child Protection or in out-of-home care, and/or  referred by one of the following:  ► Child Protection  ► Child and family services (family services referral and support team, Child FIRST/integrated family services/Services Connect case worker)  ► Maternal and Child Health nurse  ► out-of-home care provider.	
Children of Melton residents who are of Aboriginal/Torres Strait Islander descent.	Family identifies the child as Aboriginal/ Torres Strait Islander.	

Priority of Access Criteria	Requirements for Eligibility	Please tick if appropriate
Priority One		
Children of City of Melton residents who identify as Refugee or Asylum Seekers.	Child or family holds a visa or supporting documentation and information, including an ImmiCard, identifying the child and/or parents, carers or legal guardians as a refugee or asylum seeker, and/or Referred as a refugee or asylum seeker by a CALD outreach worker.	
Children of Melton residents with additional needs, defined as:  • children who have an identified	The child:  ► holds a Child Disability Health Care Card, and/or	
<ul><li>specific disability or developmental delay</li><li>children who require additional</li></ul>	<ul> <li>has previously been approved for Kindergarten Inclusion Support (KIS) program, and/or</li> </ul>	
assistance in order to fully participate in the Kindergarten program	<ul><li>has been referred by:</li><li>the National Disability Insurance Scheme</li></ul>	
<ul> <li>children of Melton residents</li> <li>currently waiting on an assessment</li> <li>or a diagnosis (not yet been</li> </ul>	► Early Childhood Intervention Services	
diagnosed with a specific disability or developmental delay).	<ul> <li>Preschool Field Officer</li> <li>Maternal and Child Health nurse, or</li> <li>is assessed as having delays in 2 or more areas and is declared eligible for a second year of funded Four-Year-Old Kindergarten.</li> </ul>	
Children that meet the eligibility criteria for the Kindergarten Fee Subsidy	<ul> <li>A child or parent holds a Commonwealth Health Care Card, Pensioner Concession Card, Veteran's Affairs Card, and/or</li> </ul>	
	➤ The child is identified on their birth certificate as one of a set of triplets, quadruplets or more.	

Priority of Access Criteria	Requirements for Eligibility	Please tick if appropriate
Priority One		
Children of Melton residents where there is a risk of family violence	Copy of a signed letter from a case worker/manager from a family support agency stating that the child is at risk due to family violence.	
Children of Melton residents where there is a risk of homelessness	Copy of a signed letter from a case worker/manager from a family support agency stating that the child is homeless or at risk of becoming homeless.	
Children of Melton residents experiencing a situation resulting in vulnerability.	Copy of a signed letter from a case worker/manager from a family support agency or other.	
Priority Two		
Children of Melton residents where the parent / guardian or child has a life threatening or debilitating illness or disease.	Copy of a signed letter from a General Practitioner.	
Children of Melton residents where a parent / guardian has a disability.	<ul> <li>One of the following:</li> <li>Copy of a signed letter from a General Practitioner.</li> <li>Copy of a signed letter from a disability support agency.</li> </ul>	

Priority of Access Criteria	Requirements for Eligibility	Please tick if appropriate
Children of Melton residents where a parent / guardian or child has a diagnosed mental illness.	One of the following:  Copy of a signed letter from a case worker/manager from a mental health or other relevant agency or mental health practitioner stating that the child or parent has a mental illness.	
	➤ Copy of a signed letter from a General Practitioner, stating that the child or parent has a mental illness.	
Children of Melton residents where Court Orders limit choices for Kindergarten.	Copy of related Court Order.	
Children of Melton residents where a parent / guardian has a drug and/or alcohol dependency.	Copy of a signed letter from a case worker/manager from a drug and alcohol or family support agency, stating that the child's family has a drug and/or alcohol dependency.	
Residents of The City of Melton who have previously had a child attend the Kindergarten's of preference in the last two years (2023 or 2024 registrations only).	Registration will be verified by reviewing the status through past records.  Please include full name of child:	

## KINDERGARTEN PREFERENCES

Please list preferences in order 1-3 (1 being most preferred).

Arnolds Creek Kindergarten	19 Claret Ash Boulevard Harkness 3337	Ph: 9746 8317	
Bellevue Hill Kindergarten	14 Royal Crescent Hillside 3037	Ph: 9390 4701	
Brookfield Kindergarten	Brookfield Children's Centre 14-16 Black Dog Drive Brookfield 3338	Ph: 9971 5093	
Bridge Road Kindergarten	260-266 Bridge Road Strathtulloh 3338	Ph: 8732 9385	
Botanica Springs Kindergarten	249 Clarkes Road Brookfield West 3338	Ph: 9747 2409	<u> </u>
Brookside Kindergarten	17-20 Federation Way Caroline Springs 3023	Ph: 9361 2456	
Burnside Kindergarten	23 Lexington Drive Burnside 3023	Ph: 9363 0244	<u> </u>
Cambrian Way Kindergarten	58-66 Cambrian Way Melton West 3337	Ph: 9743 8212	
*Creekside Kindergarten	3-37 The Crossing Caroline Springs 3023	Ph: 8363 6400	
Deanside Kindergarten	Meadows Drive, Deanside 3336	Ph: 0436 537 117	
Diggers Rest Kindergarten	48-66 Plumpton Road Diggers Rest 3427	Ph: 9740-1337	
Eynesbury Kindergarten	756 Eynesbury Rd Eynesbury 3338	Ph: 9118 7687	
Fraser Rise Kindergarten	46 City Vista Court Fraser Rise 3336	Ph: 8348 2998	
Kingsway Kindergarten	1 Kingsway Melton 3337	Ph: 9743 2691	_{

*Kororoit Creek Kindergarten	130 Tenterfield Drive Burnside Heights 3023	Ph: 8358 0600	
Melton Central Kindergarten	237-239 Station Road Melton 3337	Ph: 9743 3764	
Melton Uniting Kindergarten	15-19 Yuille Street Melton 3337	Ph: 9743 4144	<u> </u>
Melton West Kindergarten	2 West Melton Drive West Melton 3337	Ph: 9743 5914	
Mt Atkinson Kindergarten	160 Clara Avenue Truganina 3029	9989 2882	
Mt Carberry Kindergarten	31-41 Exford Road Melton South 3338	Ph: 9743 5755	
Parkwood Green Kindergarten	88-94 Catherine Drive Hillside 3037	Ph: 83616506	
Plumpton Children's & Neighborhood House	19 Pear Parade, Plumpton 3335	TBC	
Rockbank Kindergarten	26 Old Leakes Road Rockbank 3335	Ph: 9747 1410	
Thornhill Park Children's and Community Centre	18 Tower St Thornhill Park 3335	Ph: 0488 147 748	
*Springside Kindergarten	22-50 Becca Way Caroline Springs 3023	Ph: 9449 6400	
Taylors Hill Kindergarten	58-60 Jacaranda Drive Taylors Hill 3037	Ph: 9307 8722	
Timbertop Kindergarten	1 Timbertop Parade Aintree 3336	Ph: 9112 7340	

CHECK LIST
I have read and understood the information provided in the Melton City Council Kindergarter Information Booklet.
I declare that all of the information provided by me is true and correct.
I have attached a copy of my proof of address as a resident/ratepayer of the Melton City Counci
I have attached a copy of my child's birth certificate/passport.
DECLARATION
By signing below I acknowledge and confirm the preferences nominated for my child's registration into the Melton City Council's Kindergarten Central Registration scheme. I further acnkowledge where incorrectinformation has been supplied on the registration form, offers for places may be retracted.
Name of parent / guardian(s)
Signature of parent / guardian(s)

- \* Enrolling your child into a Melton City Council Kindergarten located on a school site does not automatically guarantee your child's entry into the school the following year.
- **3 Year old Registrations** completing this registration will also register your child into 4 year old Kindergarten in 2026. This does not guarantee your child a place into the above requested Kindergarten, however it means you will not have to re-apply for 4 year old Kindergarten in 2025. Normal offer processes and timelines will still apply.

Non resident's who have been accepted a placement for their child's 3 year old Kindergarten year in 2025 are not guaranteed a 4 year old placement the following year. Normal non resident process will still apply meaning your application will be reviewed by the Director City Life in November 2025.

Families will be notified of the outcome in late November / early December.

Relationship to Child

Please note: If you cancel your 3 year old placement prior to commencing then your 4 year old application will also be cancelled. You will then need to re-apply the following year.

Date

/ 20

## **PRIVACY STATEMENT**

Melton City Council collects personal information to comply with the Education and Care Services National Regulations 2011 and Education and Care Services National Law Act 2010, and also for the purposes of processing your child's registration in the Kindergarten Central Registration Scheme. Council considers it necessary and important to collect this information to ensure that appropriate information is registered for your child. This information will be used for Council administrative purposes and will be provided to relevant Kindergarten Officers as required for the registration of your child's place at the Kindergartens listed in this booklet. This information will not be disclosed to any other party except as required by law. You may access this information by contacting Council on 9747 7200.

Please refer to Kindergarten fee subsidy section in the Kindergarten Information booklet.

## Return this completed form in person to one of the following three locations.

Please ensure supporting documentation is attached to the application.

- 1 Melton City Council, Customer Service Desk 232 High Street, Melton VIC 3337
- 2 Melton Library and Learning Hub 31 McKenzie Street, Melton VIC 3337
- 3 Caroline Springs Civic Centre / Library 193 199 Caroline Springs Blvd, Caroline Springs VIC 3023

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For more information visit melton.vic.gov.au or call the Kindergarten Registration Team on 9747 7284.

