



Kindergarten Registration Handbook

This handbook is designed to help families navigate the kindergarten registration process. The Kindergarten Registration Form is at the back of this handbook. More information is available at www.bethanykindergartens.org.au or contact the BKS Central Support Team via email at enrolments@bethany.org.au or by phone on 5273 0200.

ACKNOWLEDGMENT



It is a privilege to be living and working on the lands of Wadawurrung and Gunditjmara people. It is upon their ancestral lands that Bethany services are situated. We respectfully acknowledge the past and present traditional owners and custodians of the land and acknowledge the wisdom and diversity of past and present Elders. We share commitment to nurturing the future generations of Aboriginal and Torres Strait Islander peoples in the communities in which we work. We must take time to reflect and take up the challenge to open our eyes to understand the story of Aboriginal and Torres Strait Islander peoples. This land has held a deep spiritual significance, we acknowledge the attachment and spiritual connection the First Nations people have with this country. Through generations, the story and spirit of the people have been written into this land. We acknowledge the people's relationship with Bunjil, the creator, with the land and all creation. We also extend our acknowledgement to all other cultural groups that have contributed to the country we live in today.



At Bethany we celebrate diversity and innovation. We embrace creating a connected organisation which enables all service users, employees, students, contractors, and volunteers to feel safe from discrimination. We support an inclusive environment where people of all genders and ages, people living with a disability, Aboriginal and Torres Strait Islander peoples and people from LGBTI and CALD communities feel empowered to contribute their experiences and ideas; knowing that these will be valued.

Bethany Kindergarten Services (BKS) - Overview

Purpose Statement

Working together to meet the changing needs and aspirations of people in their communities

Strategic Aims

Children have a good start in life

Families are safe, loving and connected

Opportunity for everyone

Values

- Courage - We take action and stand up for what we believe
- Respect - We Value people and build upon their strengths
- Integrity – We are open, fair and just in everything we do
- Innovation – We develop new ways of working to make a difference
- Collaboration – We work together to improve outcomes

Statement Of Commitment To Child Safety

Bethany is committed to providing a child safe environment. We have zero tolerance of any abuse or maltreatment of children. We are committed to ensuring children and young people

are able to actively participate in decisions that affect their lives. We understand our legal and moral obligations to treat any child safety concerns seriously. We report any allegations and well-being concerns to authorities.

We are committed to the cultural safety of all children including Aboriginal children, children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability. Bethany is committed to being a child safe and child friendly organisation that recognises, respects and promotes children's rights.

We recognise our responsibilities in keeping children safe from abuse from those associated with this organisation and will ensure that the safety of children is always our first priority.

BKS Kindergartens

Kindergarten	Address	Phone Number
Allanvale Preschool - Leopold	28 Allanvale Avenue, Leopold, 3224	5250 2193
Beacon Point Preschool - Clifton Springs	49 Centaurus Avenue, Clifton Springs, 3222	5253 1550
Bell Park Kindergarten	10-12 Barton Street, Bell Park, 3215	5278 5295
Bell Post Hill Kindergarten	58 Ernest Street, Bell Post Hill, 3215	5278 3817
Bellevue Preschool - Highton	224 Roslyn Road, Highton, 3216	5243 7228
Breakwater Preschool	201 St Albans Road, East Geelong, 3219	5221 2705
Drysdale Preschool	1/25 Eversley Street, Drysdale, 3222	5253 1663
Fyans Park Kindergarten - Newtown	204 West Fyans Street, Newtown, 3220	5221 4630
Grovedale Kindergarten	81 Heyers Road, Grovedale, 3216	5241 5634
Herne Hill K-6 Early Learning Centre	2-24 Gwynne Street, Hamlyn Heights, 3215	5277 1843
Highton Preschool	74 Belle Vue Avenue, Highton, 3216	5243 1135
Kirralee Kindergarten - Newcomb	53 Richard Street, Newcomb, 3219	5248 1741
Lara Kindergarten	10-12 Waverley Road, Lara, 3212	5282 1498
Leopold Kindergarten	29 Kanimbla Avenue, Leopold, 3224	5250 1477
Normanby Street Preschool East Geelong	53 Normanby Street, East Geelong, 3219	5222 2546
Ocean Grove Preschool	114 The Avenue, Ocean Grove, 3226	5255 1940
Ocean Grove – Woodlands Kindergarten	15 Wyatt Street, Ocean Grove, 3226	5255 2349
Portarlington Preschool	88 Newcombe Street, Portarlington, 3223	5259 2793
Queenscliff Kindergarten	10 Stevens Street, Queenscliff	5258 1342
Rix Street Kindergarten – Herne Hill	49 Rix Street, Herne Hill, 3218	5278 3384
William Hovell Preschool - Corio	28 Hendy Street, Corio, 3214	5275 4663
William Parker Memorial Kindergarten - Hamlyn Heights <i>Not operating in 2022</i>	33 Griffen Street, Hamlyn Heights, 3215	5278 4875

How to Register for a Kindergarten Program

1. Go to www.bethanykindergartens.com.au to register online or complete a paper form which are available from BKS Kindergartens, BKS office or at the back of this handbook.
2. Complete **one** BKS Kindergarten Registration Form per child for the 3-year-old and/or 4-year-old kindergarten program.
3. Completed Kindergarten Registration Forms can be emailed to:- enrolments@bethany.org.au or mailed marked to the attention of the Team Leader, Kindergarten Services at BKS, PO Box 325, North Geelong, 3215. Please include:-
 - If applicable, information about your eligibility for kindergarten fee subsidy; a copy of Health Care Card, Pension Card, Veteran Affairs Card, or visa approval documents.
 - List up to three preferred BKS Kindergartens on the Registration Form.
 - **Do not list a kindergarten unless you are prepared to accept a place there.**
3. You will receive written confirmation of your kindergarten registration by email (or by mail if indicated as your preferred option).
4. Kindergarten places are offered in accordance with the agreed registration timeframes for that year and the priority of access criteria outlined by the Department of Education and Training (DET). The first round offers of a kindergarten place will be sent to families in the first week of Term 3. The offer must be accepted by the date indicated on the offer. If you elect to wait for a place in another kindergarten, you must contact BKS in writing to advise that you are declining the first round offer and indicate the kindergarten you are wanting to be wait listed for. **Failure to respond to an offer of a kindergarten place will result in your child's kindergarten registration being cancelled and the place being offered to another family.**
5. If there are no available places at your preferred kindergarten/s, your child will remain on a waiting list until a place becomes available.
6. Applications submitted after the second last Friday of Term 2 in the year prior to attending kindergarten are considered late applications and are not included in the first round of allocations. All applications are included in subsequent allocation rounds.
7. The Victorian Government's No Jab No Play legislation requires BKS to confirm children are fully immunised in order to confirm enrolment. An Immunisation History Statement confirming that your child is fully immunised for their age, or is on a recognised catch-up schedule and is on track with the catch-up schedule, or has a medical reason not to be immunised, is required. Further information is available at www.betterhealth.vic.gov.au.

Eligibility to attend kindergarten

Children enrolled in a funded kindergarten program must:

- be at least four years old on or before 30 April for four year old kindergarten
OR
- be assessed as eligible to attend a second funded year of 4yo kindergarten
OR
- be at least three years old on or before 30 April for three year old kindergarten (children who have not turned 3 by the start of the kindergarten year are not able to attend until they have turned three) (children who attend funded three year old kindergarten must progress to four year old kindergarten in the following year)
- not be enrolled in a funded three or four year old funded kindergarten place at another kindergarten or daycare service, and
- not have previously attended a funded kindergarten program at another kindergarten or daycare service unless assessed as eligible to attend a second funded year of kindergarten.

When should my child come to Kindergarten?

All children learn and develop in different ways. Some children may benefit from starting school at a younger age, while other children may benefit from starting later. It is important that children are ready to transition to school after their funded kindergarten year. Therefore, it is important that parents and carers carefully consider the best time for their child to start kindergarten.

Families of children with birth dates between 1 January and 30 April have a choice about whether their child will commence kindergarten in the year they turn three/four or the year they turn four/five. For further advice and information regarding the right time to start kindergarten, please contact BKS enrolments, educators at your local kindergarten or go to www.education.vic.gov.au.

When should my child come to Kindergarten?

Child's Date of Birth	3 year old kindergarten	4 year old kindergarten
01/05/2017 – 30/04/2018	2021	2022
01/05/2018 – 30/04/2019	2022	2023
01/05/2019 – 30/04/2020	2023	2024
01/05/2020 – 30/04/2021	2024	2025

Registration of Children Outside the Eligible Age for Kindergarten

Children who turn six during the four year old kindergarten year

Children who turn six at any time during the calendar year need to be exempt from attending school. Parents/guardians must obtain an approved exemption before the child starts kindergarten by submitting an Exemption from school due to attendance in kindergarten program form to DET. BKS must sight the approved exemption form and note that it has been sighted on the child's registration.

Second year of funded 4 year old Kindergarten

Children are eligible to receive a second funded year of four year old kindergarten if:

- the child is observed as having delays in at least two outcome areas of learning and development (detailed in the Victorian Early Years Learning and Development Framework) available at www.education.vic.gov.au, and
- there is evidence to suggest that the child will achieve better outcomes if he/she attends a second year of kindergarten to strengthen learning and development of skills in these areas and better facilitate transition to school the following year.
- Children who attend three year old kindergarten must progress to four year old kindergarten in the following year.

Children with Additional Learning Needs

BKS kindergartens provide an inclusive program for all children. Parents and carers are encouraged to provide details of any additional needs or medical requirements your child may have, in the relevant section on the BKS Kindergarten Registration Form. BKS can then work to ensure families and children have access to available assistance to ensure a smooth transition into kindergarten programs for every child.

Kindergarten Fee Subsidy

The kindergarten fee subsidy allows children to access up to 15 hours of kindergarten delivered by a qualified early childhood teacher in the year before school for free or at low cost.

Your child is eligible for the kindergarten fee subsidy:

- if your child identifies as Aboriginal and/or Torres Strait Islander
- if your child is identified on their birth certificate as being a multiple birth child (triplets or more).

or if your child holds or has a parent or guardian who holds, one of the following:

- a Commonwealth Health Care Card
- a Commonwealth Pensioner Concession Card
- a Department of Veterans Affairs Gold Card or White Card
- Refugee or Asylum Seeker visa (200-204, 786 or 866)
- Bridging visas for any of the above Refugee or Asylum Seeker visas

If your family or child has a humanitarian or refugee visa listed by the Department of Immigration and Border Protection which is not included in the above list, your child may still be eligible for the kindergarten fee subsidy. Please speak to BKS for more information.

BKS will apply for the kindergarten fee subsidy or extension grant on your behalf. The payment will be made directly to BKS and will allow your child to attend up to 15 hours a week for free or at low-cost.

You can apply for the fee subsidy or extension grant at any time during the year, even if your child moves to another kindergarten.

Early Start Kindergarten Grants

Early Start Kindergarten Grants provide up to 600 hours of kindergarten presented by a four year degree qualified teacher at no cost to eligible 3 year old children. Children who meet the following criteria are eligible to apply:

the child is at least three years old on or before 30 April in the year in which they are enrolled to attend the funded kindergarten program, and

- the child has been identified by a parent, carer or legal guardian as being Aboriginal and/or Torres Strait Islander, and/or
- the child is known to Child Protection (a child known to Child Protection means: a child who has a current, or a history of, involvement with Child Protection; including those in out of home care or a child who has been referred by Child FIRST or Integrated Family Services).

If you believe your child may be eligible for the Early Start Kindergarten Grant, please contact the Team Leader, Kindergarten Services on 5273 0200.



Change of Personal Details

Please update your details so we can contact you with your offer of a place. Any changes to personal details need to be advised in writing. You can do this by emailing enrolments@bethany.org.au.

Offers of kindergarten places are emailed to families. A response date is included in the offer of a kindergarten place. If an offer is not accepted or declined by the due date, we will assume you no longer required care for that year. The place will be offered to the next family on the waiting list.

How are Kindergarten Places Allocated?

DET has outlined criteria aimed at ensuring equity of access to kindergarten places. This information can be found in the DET Funding Guide. Allocation of places is based on the following Priority of Access Criteria.

Priority Criteria

Priority 1 Criteria:

Children at risk of abuse or neglect and children in Out of Home Care

Children exposed to increased vulnerability as evidenced by referral from Child Protection, early intervention and/or family support agency

Aboriginal and/or Torres Strait Islander children. (Family identifies the child as an Aboriginal and/or Torres Strait Islander).

Children with additional needs, as defined below:

- who require additional assistance in order to fully participate in the kindergarten program
- who require a combination of services which are individually planned
- who have an identified specific disability or developmental delay

Children holding, or has a parent or guardian who holds one of the following:

- a Commonwealth Health Care Card
- a Commonwealth Pensioner Concession Card
- a Department of Veterans' Affairs Gold Card or White Card
- a Refugee/Special Humanitarian Visa 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, or 217
- Asylum Seeker Bridging Visa A, B, C, D, E or F

Children identified on their birth certificate as being a multiple birth child (triplets or more)

Priority 2 Criteria:

Children one year before school

- Children who turn four before 30 April, who will be attending school the following year, have not yet had their 'year before school' subsidised kindergarten year and have prior association with the service;
then
- Children who turn four before 30 April, who will be attending school the following year and have not yet had their 'year before school' subsidised kindergarten year

Priority 3 Criteria

- Children who turn three before 30 April in the year of enrolment and have prior association with the service; then
- Children who turn three before 30 April in the year of enrolment.

Priority 4 Criteria

- Children and their family who reside, work or study in the local government area
- Children whose families are in the process of moving to the local government area
- Children who are cared for within the local government area

Note:

- When all kindergarten registrations are equal, places are allocated via a random computer generated process.
- DET's Priority of Access (POA) guidelines are to ensure that kindergarten programs are available to those children who stand to benefit the most from attending early education. In mixed age groups, POA guideline will equally prioritise three and four year old children who are considered vulnerable. Where programs for three and four year old children are provided separately, the POA criteria will be applied separately for each age cohort.

Fees – 3 and 4 year old

Kindergarten Registration Fee

A kindergarten registration fee (\$35.00) should accompany your Kindergarten Registration Form. Families who are eligible for the Kindergarten Fee Subsidy are not required to pay the registration fee. This fee is not refundable and contributes to administrative costs. The registration fee can be paid in person by cash or eftpost, by direct debit, cheque, money order or credit card. Cheques/money orders are to be made payable to Bethany Kindergarten Services. Please note that Kindergarten Registration Forms without the fee will not be processed until payment is received.

Enrolment Acceptance Fee

When you are offered a kindergarten place, you will be asked to secure your child's place by paying a \$100 Enrolment Acceptance Fee (families who are eligible for the Kindergarten Fee Subsidy are not required to pay the enrolment acceptance fee) This fee will be deducted from your first term Kindergarten Program fees.

Kindergarten Program Fees

The Department of Education and Training (DET) provides funding as a contribution toward the cost of providing three and four year old kindergarten programs. BKS meets the balance of costs through charging fees.

Payment of fees

Fees will be invoiced directly to parents/guardians and must be paid by the due dates indicated on the invoice. Fees are paid in advance of each kindergarten term. First term fees must be received in full prior to the child starting kindergarten. Families with children enrolling after the commencement of a term, will receive a pro rata invoice for that term. Receipts will be issued when payment is made and regular statements detailing payments received will be provided, on request.

Kindergarten fees are payable directly to BKS, please do not make payments at the kindergarten.

Fee Payment Options

Option 1	Internet Bank Transfer Bank: National Australia Bank Account Name: Bethany Kindergarten Services BSB: 083 537 Account number: 653768527 Please include invoice number and parent/guardian surname.
Option 2	Direct Debit or Centrepay Forms available from Bethany Kindergarten Services, fees@bethany.org.au, or 52730200
Option 3	By Phone Bethany Kindergarten Services on 5273 0200.
Option 4	In person Eftpos or credit card at Bethany Kindergarten Services, 16 Ballarat Road, Hamlyn Heights.
Option 5	Over the counter At any National Australia Bank branch
	Account Name: Bethany Kindergarten Services BSB: 083 537 Account number: 653768527 Please include invoice number and parent/guardian surname

If you are experiencing difficulties paying fees, or you would like further information, please contact the Fees & Accounts Receivable Officer on 5273 0200 or fees@bethany.org.au. Further information is available at www.bethanykindergartens.org.au

Refund of Fees

Cancelling your Kindergarten place

- If BKS receives written notification of a child withdrawal prior to the end of Term 3 in the year before attendance, BKS will provide a refund of Fees paid upon application. This does not include the registration fee.
- If BKS receives written notification of a child's withdrawal prior to the end of Term 4 in the year before attendance, BKS will provide a 50% refund of the Fees paid upon application. This does not include the registration fee.
- If BKS receives written notification of a child's withdrawal after the end of Term 4 in the year before attendance, the parent/guardian will not be eligible for a refund of Fees paid except in extraordinary circumstances.

If a family no longer requires a kindergarten place during the kindergarten year, BKS must be provided with 4 weeks written notification that the position is no longer required. Where written notification is provided within the timeframe, Term fees may be adjusted to a pro rata rate for the weeks attended.

Families wishing to reserve a 3-year-old kindergarten place for children turning three during the year of enrolment, will be liable to pay term Fees from the first day of Term one. Children can only commence the 3-year-old kindergarten program after they have turned three years old. This is only applicable if the child turns three years old on or before 30 April.

Refund for families eligible for the Kindergarten Fee Subsidy

If a family becomes eligible for the Kindergarten Fee Subsidy during a term, a full refund of the applicable term's Fees (and the Enrolment Acceptance Fee, where applicable) will be provided when evidence of this eligibility is provided to BKS.

There will be no refund of fees in the following circumstances:

- a child's short-term illness
- public holidays
- family holiday during operational times
- closure of the service for one or more days when a qualified educator is absent and a qualified reliever is not available
- closure of the service for staff training days
- closure of the service due to extreme and unavoidable circumstances
- withdrawal of a child during term time, unless exceptional circumstances apply.

There will be no refund where a family chooses not to send their child to the program for the maximum number of hours for which they are enrolled.

For more information regarding fees, please refer to the BKS Fee Policy available at www.bethanykindergartens.org.au. Families experiencing difficulties paying fees are encouraged to contact the BKS Fees & Accounts Receivable Officer on 5273 0200 or fees@bethany.org.au.



How are Kindergarten Places Allocated?

DET has outlined criteria aimed at ensuring equity of access to kindergarten places. This information can be found in the DET Funding Guide. Allocation of places is based on the following Priority of Access Criteria.

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Children with additional needs, defined as those:

- who require additional assistance in order to fully participate in the kindergarten program
- who require a combination of services which are individually planned
- who have an identified specific disability or developmental delay.

Children holding, or has a parent or guardian who holds one of the following:

- a Commonwealth Health Care Card
- a Commonwealth Pensioner Concession Card
- a Department of Veterans' Affairs Gold Card or White Card
- a Refugee/Special Humanitarian Visa 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, or 217
- Asylum Seeker Bridging Visa A, B, C, D, E or F

Children identified on their birth certificate as being a multiple birth child (triplets or more)

Priority 2 Criteria:

Children one year before school

- Children who turn 4 before 30 April, who will be attending school the following year, have not yet had their 'year before school' subsidised kindergarten year and have prior association with the service; then
- Children who turn 4 before 30 April, who will be attending school the following year and have not yet had their 'year before school' subsidised kindergarten year

Priority 3 Criteria:

Children two years before school

- Children who turn 3 before 30 April in the year of enrolment and have prior association with the service; then
- Children who turn 3 before 30 April in the year of enrolment

Priority 4 Criteria

- Children and their family who reside, work or study in the local government area
- Children whose families are in the process of moving to the local government area
- Children who are cared for within the local government area

Note:

- When all kindergarten registrations are equal, places are allocated via a random computer generated process.
- DET's Priority of Access (POA) guidelines are to ensure that kindergarten programs are available to those children who stand to benefit the most from attending early education. In mixed age groups, POA guideline will equally prioritise three and four-year-old children that are considered vulnerable. Where programs for three- and four year old children are provided separately, the POA criteria will be applied separately for each age cohort.

Feedback and Complaints

Feedback and complaints regarding the enrolment processes can be referred in writing to the Team Leader, Kindergarten Services by emailing enrolments@bethany.org.au.

If a complaint cannot be resolved to the satisfaction of all parties, it will be referred to the Kindergarten Services Manager, Bethany Kindergarten Services, for consideration and review. No child shall be disadvantaged when parents/guardians make a complaint. All feedback will be accepted and responded to in a cooperative and reasonable manner that seeks a satisfactory resolution for all parties.

For a copy of the BKS Complaints and Grievances Policy please go to: - www.bethanykindergartens.org.au.

Privacy Statement

BKS 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 purposes of registering your child in the BKS Kindergarten Central Enrolment System. BKS considers it is necessary and important to collect this information to ensure that appropriate information is registered for your child. This information will be used for BKS administrative purposes and will be provided to relevant BKS educators for the enrolment of your child at the kindergartens listed in this handbook. This information will not be disclosed to any other party except as required by law.

Contact Information

If you have any questions about the information in this handbook or have a kindergarten enquiry, please email enrolments@bethany.org.au or contact the Team Leader, Kindergarten Services on 5273 0200.

If you require kindergarten information in languages other than English please visit www.education.vic.gov.au/earlychildhood/careandkinder/resources.htm.

Kindergarten Registration

Thank you for choosing a BKS kindergarten for the care and education of your child. BKS kindergartens offer 3 and 4 year old kindergarten programs.

Please note, this is a registration form only. It is not confirmation of a kindergarten place.

A non-refundable fee of \$35 is required with each registration. There is no charge for families who are eligible for free kindergarten.

Free kindergarten is provided for children who:

- are Aboriginal and/or Torres Strait Islander, or
- hold or has a parent/guardian who holds a Commonwealth Health Care Card, Pensioner Concession Card, Veteran's Affairs Card, or
- are a multiple birth child (triplets or more), or
- holds or has a parent/guardian who holds a Humanitarian or Refugee Visa

For further information please speak to the enrolments team by phoning 5273 0200

Kindergarten Preferences

What year would you like your child to commence kindergarten?: 20 _____

What program type is this relevant for?

- ☐ 3 year old program
- ☐ 4 year old program

Preference One: _____

Preference Two: _____

Preference Three: _____

Child Details

Child's Name: _____
First Name Last Name

Gender:

- ☐ Male
- ☐ Female
- ☐ Other

Child's Date of Birth: ____/____/20____

Parent Details

Parent/Guardian: _____
First Name Last Name

Phone Number: _____

Email: _____

Please note All correspondence will be via this email address.

Parent/Guardian: _____
First Name Last Name

Phone Number: _____

Email: _____

Additional information about your child:

This information will help us support your family and allocate kindergarten places.

The State Government provides free kindergarten for eligible families. Please indicate if you are eligible for one of the following concessions, or meet one of the following criteria:

- ☐ Health care card
- ☐ Pensioner Concession Card
- ☐ DVA Gold/White Card
- ☐ Bridging Visas A – F
- ☐ Temporary Protection/Humanitarian Visa 447, 451, 785 or 786
- ☐ Resolution of Status Visa (ROS) Visa Class CS, Subclass 851
- ☐ Triplets or Quadruplets
- ☐ Aboriginal and/or Torres Strait Islander

The child's living arrangements are best described as:

- ☐ Formal Kinship Care
- ☐ Foster Care
- ☐ Permanent Care
- ☐ Informal Kinship Care
- ☐ Care of Parents

Are you applying for a second year of kindergarten for your child as recommended by their teacher and approved by the Department of Education and Training?

- ☐ Yes (Please contact BKS Enrolments on 5273 0200)
- ☐ No

Does your child have any additional learning needs?

- ☐ Yes
- ☐ No

Please provide a brief description of your child's additional learning needs

Is your child registered with a specific support service/agency?

- ☐ Yes
- ☐ No

Please provide the name of the service/agency:

Is this child or family known to child protection or being supported by Family Support Services?

- ☐ Yes
- ☐ No

Has your child or an older sibling attended the kindergarten of your first preference in the last 5 years?

- ☐ Yes
- ☐ No

Please provide the name and date of birth of the child who has previously attended:

Please comment below if you have additional comments about your child's registration:

By submitting this application the parent/guardian agrees and understands:

- I declare that all of the information provided on this registration form is true and correct.
- This is a registration form, not a guarantee of placement.
- Offers for kindergarten places will be made in July prior to the application year.

Signed

Name (please print)

Date

PRIVACY STATEMENT & AGREEMENT

BKS is collecting this information to comply with the Education and Care Services National Law Act 2010 and Education and Care Services Regulation 2011 and also for the purposes of enrolling your child in the BKS Central Enrolment System. BKS 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 BKS administrative purposes and will be provided to relevant kindergarten staff as required for the enrolment of your child at the kindergarten listed on this form. This information will not be disclosed to any other party except as required by law. You may access this information by contacting BKS on 03 5273 0200.

Non Refundable Kindergarten Registration Fee

Payment of a non-refundable fee of \$35 is required with each registration.

Families who are eligible for free kindergarten do not pay this registration fee. Please attach a copy of your current concession card in lieu of payment

Internet Bank Transfer

Bank: National Australia Bank

Account Name: Bethany Kindergarten Services

BSB: 083 537

Account number: 653768527

Please include reference Child's surname and date of birth

Credit Card Payment

- ☐ Visa
- ☐ MasterCard

Name on Card: _____

Card Number: _____

Expiry Date: ____/____ CW: ____

Signature _____

BKS Kindergartens:

Allanvale Preschool, Leopold
Beacon Point Preschool, Clifton Springs
Bell Park Kindergarten
Bell Post Hill Kindergarten
Bellevue Preschool, Highton
Breakwater Kindergarten
Drysdale Preschool
Fyans Park Kindergarten, Newtown
Grovedale Preschool
Herne Hill Kindergarten
Highton Preschool Centre
Kirrilee Kindergarten, Newcomb
Lara Kindergarten
Leopold Kindergarten & Children's
Playgroup
Normanby Street Preschool, East Geelong
Ocean Grove & District Preschool
Ocean Grove Woodlands Kindergarten
Portarlington Preschool Centre
Queenscliff Kindergarten
Rix Street Kindergarten, Herne Hill
William Hovell Preschool, Corio
William Parker Memorial Kindergarten
Hamlyn Heights *Not operating in 2022*

28 Allanvale Ave Leopold 3224
49 Centaurus Ave Clifton Springs 3222
10 – 12 Barton St Bell Park 3215
58 Ernest St Bell Post Hill 3215
Rear 224 Roslyn Rd Highton 3216
201 St Albans Rd East Geelong 3219
1/25 Eversley St Drysdale 3222
204 West Fyans St Newtown 3220
81 Heyers Rd Grovedale 3216
194 Church Street Geelong North 3215
74 Belle Vue Avenue Highton 3216
53 Richards St Newcomb 3219
10-12 Waverley Road Lara 3212
29 Kanimbla Avenue Leopold 3224

53 Normanby St East Geelong 3219
114 The Avenue Ocean Grove 3226
15 Wyatt St Ocean Grove 3226
88 Newcomb Street Portarlington 3223
10 Stevens Street Queenscliff 3225
49 Rix St Herne Hill 3218
28 Hendy St Corio 3214
33 Griffen St Hamlyn Heights 3215