

A-2 Priority of Access

National Quality Standards (NQS)

2.2	Each child is protected.
2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
2.2.3	Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.
6.1.3	Current information is available to families about the service and relevant community services and resources to support parenting and family wellbeing.
6.2.2	Effective partnerships support children's access, inclusion and participation in the program

Education and Care Services National Regulations

Reg. 157	Access for parents.
Reg. 168	Education and care service must have policies and procedures

Policy Statement

We aim to provide places for students at West Ryde Public School for Before and After School Care. During school holidays, the service operates Vacation Care, and we aim to provide places to primary ages students from the local community as well as West Ryde Public School. We do not discriminate against any families needing care; however, priority of access will be determined by the government guidelines and placement of the waiting list.

Related Policies

- Child Protection Policy
- Enrolment and Orientation Policy
- Privacy and Confidentiality Policy

Procedure

Before and After School Care will be available for children who currently attend West Ryde Public School only. Vacation Care will be open to aged students (4 to 12 years old) from the local community as well as West Ryde Public School.

No one will be discriminated against on the basis of their cultural background, religion, gender, ability, marital status or income. The service will try to meet specific needs of families in the local community. The service ensures that access to the service for children and families with additional needs is catered for.

The priority of Access Guidelines used by the service to allocate available childcare places states that, when filling vacant places, priority must be given in the following order:

1. Priority 1 – a child at risk of serious abuse or neglect
2. Priority 2 – a child of a single parent who satisfies, or of parents who both satisfy, the work, training, study test
3. Priority 3 – any other child

Within these main priority categories, the service will endeavour to give priority to families within the following categories:

- Aboriginal and Torres Strait Islander families
- Families which include a disabled person
- Families on lower incomes
- Families from a non-English speaking background
- Socially isolated families
- Single parent families

Within these categories, the service will give consideration to families based on the time that they have completed all steps of their enrolment or re-enrolment.

The service will maintain a waiting list.

The service may require a child to vacate a place to make room for a higher priority child. The service makes this possibility clear to families upon enrolment. The service will provide at least 14 days' notice of the requirement for the child to vacate the place.

Sources

- A new tax system (family assistance) (administration) Act 1999
- Community Early Learning Australia (CELA)- Priority of Access Policy
- Education and Care Services National Regulations 2011
- National Quality Standard – Australian Children's Education and Care Quality Authority

Date Endorsed: 11/05/2022

Date of Review: 11/05/2024

Version Control			
Version	Changes Made	Initiated By	Director Sign-off
v.2.202005	- Updated wording regarding a child vacating due to higher Priority child needing the place	Staff	
v.2.201901	- Updated links to NQS, National Regulations, MTOP - Updated priority guidelines to remove specific lower income threshold	Staff Staff	