

# Edgeworth Child Care Centre Inc.

## Priority of Access Policy

### Aim

When enrolling children, Edgeworth Child Care Centre will allocate places according to the Australian Government's *Priority of Access Guidelines*.

### Legislative Requirements

Education and Care Services National Regulation 2011  
Education and Care Services National Law Act 2010  
National Quality Standards 2011  
A New Tax System (Family Assistance) Act 1999

### Who is affected by this policy?

Children  
Staff  
Parents  
Management

### Implementation

Children enrolled at Edgeworth Child Care Centre will be given Priority of Access in accordance to the guidelines set by the Australian Government's Department of Social Services.

**They set out the following three levels of priority, which the education and care service must follow when filling vacant places:**

- **Priority 1:** a child at risk of serious abuse or neglect
- **Priority 2:** a child of a single parent who satisfies, or of parents who both satisfy, the work/training/study test under section 14 of the *A New Tax System (Family Assistance) Act 1999*
- **Priority 3:** any other child

**Within these main categories, priority should also be given to the following children:**

- Children in Aboriginal and Torres Strait Islander families
- Children in families which include a disabled person
- Children in families which include an individual whose adjusted taxable income does not exceed the lower income threshold (updated annually by the Australian Government) or whose partner are on income support
- Children in families from a non-English speaking background
- Children in socially isolated families
- Children of single parents

**On enrolment, parents will be notified of their priority** and advised that if the service has no vacancies and their child's position is a priority 3 under the Priority of Access Guideline, it may be

required that their child leave or reduce their days in order for the service to provide a place for a higher priority child.

**The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times.**

## **Sources**

**Education and Care Services National Regulation 2011**  
**Education and Care Services National Law Act 2010**  
**Guide to the National Quality Standard 2011**  
**Children's and Young Persons (Care and Protection) Act 1998**  
**Child Care Services Handbook 2013-2014**

## **Review**

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

**Reviewed: 26 October 2016**

**Date for next review: October 2017**