



ACT
Government
Education

EARLY ENTRY FOR ABORIGINAL AND TORRES STRAIT ISLANDER CHILDREN PROCEDURE

ACT Education Directorate

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This procedure must be read in conjunction with [Compulsory Education Student Education Student Enrolment and Attendance Policy](#).

Overview

- 1.1 This procedure relates to [Compulsory Education Student Enrolment and Attendance Policy](#). The overview describes the matters covered by the procedure.
- 1.2 This procedure sets out the requirements for schools in administering enrolments for Early Entry for Aboriginal and Torres Strait Islander children.
- 1.3 The procedure applies to ACT public preschool applicants, students, parents, staff and ESO staff. They do not apply to children enrolled in ACT non-government schools or those registered for full-time home education.
- 1.4 The procedure should be read in conjunction with the [Compulsory Education Student Education Student Enrolment and Attendance Policy](#) and other related procedures.

1. Rationale

- 2.1 Early Entry for Aboriginal and Torres Strait Islander children provides Aboriginal and Torres Strait Islander children with an additional semester of preschool, beginning at the start of term 3 the year before commencing preschool.

2. Procedures

- 3.1. All ACT Public Early Childhood, Primary and P-10 schools offer Early Entry programs for children attending either preschool or kindergarten.
- 3.2. Schools initiate the option of Early Entry for Aboriginal and Torres Strait Islander children to eligible families.
- 3.3. Dependents of temporary residents are not eligible for Early Entry.
- 3.4. Families may self-refer to school.
- 3.5. School considers eligibility.
- 3.6. To be eligible for consideration for Early Entry a child must identify as Aboriginal and/or Torres Strait islander and turn three years of age on or before 30 April in the year prior to commencing universal preschool (4 year old preschool).
- 3.7. Early Entry is not available to dependents of temporary residents.
- 3.8. Schools advise eligible family to submit Early Entry for Aboriginal and Torres Strait Islander Children using online enrolment form.
- 3.9. School receives Early Entry for Aboriginal and Torres Strait Islander Children online enrolment form.
- 3.10. Schools should consider preschool capacity as the child attends for 30 hours per fortnight and does not attend with an adult.
- 3.11. If the school does not have capacity, the school will refer family to an alternative school.
- 3.12. If the school does have capacity for Early Entry Aboriginal and Torres Strait Islander Children the school contacts eligible family and sends an offer of placement.
- 3.13. The Early Entry for Aboriginal and Torres Strait Islander Children application may be a dual enrolment if a 3 year old is also attending Koori Preschool.
- 3.14. Schools with Koori Preschool capacity should offer dual enrolment.

- 3.15. Schools with no Koori Preschool should discuss Koori Pre as an option for families when enrolling.
- 3.16. When processing early entry enrolments schools should consider capacity for 4 year old preschool for the following year. If applicant is in area, schools can advise Enrolments Policy to hold a place prior to bulk round allocations.
- 3.17. If there is no capacity for 4 year old preschool the school will notify family of their options to apply for 4 year old preschool at an alternate school.

4. Contact

- 4.1. The Early Childhood Education branch is responsible for this procedure.
- 4.2. For support contact the NQF Preschool Support Partners via preschool@act.gov.au.

5. Feedback

- 5.1. Any feedback about this policy, should be raised with the policy owner. Refer to Contact information above.

6. References

- 6.1. Definitions

Term	Definition
ACT public schools	refer to all ACT government schools established under the Act
Child or children	in the context of this policy, refers to a person who is under 18 years of age.
Dual enrolment	is when a child is determined eligible for enrolment across more than one education provider or setting.
Enrolment	is the process by which a parent/carer applies for a child to become a student of an education provider and is determined eligible for enrolment in a school. A student is officially enrolled in a school once an assessment against the eligibility criteria has been completed and the enrolment is accepted by the principal and/or director of an approved education provider.
Families	for the purpose of this policy refers to parents/carers who have parental responsibility for the child enrolling under the Children and Young People Act 2008 (ACT).

7. Related Policies and Documents

- [ACT Public School Enrolment Procedure - Early Childhood](#) outlines procedures for prioritising the enrolment of children in their Priority Enrolment Area (PEA) school and determining eligibility criteria for enrolment applications for early childhood settings. [Early childhood school \(birth to year 2\) - ACT Government](#).
- [ACT Public School Enrolment Procedure - Preschool](#) outlines procedures for prioritising the enrolment of children in their Priority Enrolment Area (PEA) school and determining

eligibility criteria for enrolment applications for preschool settings. [Enrol in a public school - ACT Government](#).

- [ACT Public School Student Attendance and Roll Marking Procedure](#) outlines the responsibilities of parents and ACT public schools in encouraging attendance, reporting and managing absenteeism. It also provides schools with school attendance record keeping procedures to ensure accurate attendance data [Compulsory Education Student Enrolment and Attendance Policy - Education](#).
- [Early Entry for Aboriginal and Torres Strait Islander Children fact sheet for families](#)
- [Early entry to preschool or school - ACT Government](#).