

Declaration and Consent Form

Year Before Full Time School

Preschool Program (15 hours per week)

Name of Partner Service: _____

Every child is entitled to access 4 terms of preschool in the year before full time school (4-year-old preschool), with government funding contributions.

This may be accessed in a long day care, non-government sessional or government sessional preschool, and is up to a maximum 600 of hours per year.

If you would like your child to access this preschool program at the Partner Service named at the top of this form, you must:

- declare whether your child attends more than 1 service and is accessing part of their preschool entitlement at that service
- give your consent for the Partner Service to share certain personal information about you and your child with the Office for Early Childhood Development (OECD) for the purposes set out below.
- complete this form and return it to the Partner Service named above.

You should complete this form

- ☐ If you are enrolling your child in a preschool program in the Year Before Full Time School (for any or all of their 15 hours) at this service

You should not complete this form

- ☐ If your child is not accessing a preschool program at this service
- ☐ If you are enrolling your child in a 3-year-old preschool program – *please discuss with your service*
- ☐ If your child is not starting Reception within 12 months – *please discuss with your service*

1. Child Details	
First Name _____	Last name _____
2. Eligibility	
Your child is entitled to access 15 hours per week (maximum 600 hours per year) of a government funded preschool program in the year before school in a government or non-government sessional service, or a long day care service. These 15 hours can be accessed across more than one service.	
Will your child access their 15 hour per week preschool entitlement across multiple long day care or sessional services in 2026?	
☐ No, my child will only access their funded preschool program in this Partner Service – <i>go to Declaration</i>	
☐ Yes, my child will also attend another service and access part of their funded preschool program in that service – <i>continue below</i>	
As your child is accessing multiple government funded 4-year-old preschool programs, please provide:	
The number of hours enrolled in the preschool program per week in the Partner Service listed at the top of the form (service 1): _____ hours	

Name of other service child will be enrolled at (service 2): _____

Number of hours enrolled in the preschool program per week at service 2: _____

NOTE: The combined hours entered for service 1 and 2 cannot exceed 15 hours.

3. Declaration (please tick)

- ☐ I understand that the entitlement to a government funded preschool program in the year before school, which may be provided in a long day care, non-government sessional or government sessional preschool, is for an average of 15 hours per week over 40 weeks of the year (maximum 600 hours per year).
- ☐ I declare that the child I am enrolling is not already accessing their full 15 hour entitlement in another service.

4. Parent/Guardian Consent

Consent to share personal information

To administer the preschool program for children in the year before full-time school and comply with Commonwealth reporting obligations, the OECD needs to collect certain personal information about each child who accesses the program and their parent/guardian. This includes:

- the child's full name, gender, date of birth, home address, Aboriginal and/or Torres Strait Islander status, language background, whether the child is or has been in out of home care and whether they have a disability; and
- the parent/guardian's full name, relationship to the child, refugee/asylum seeker status and details of any Health Care Card, Pensioner Concession Card or Veterans Gold Card held.

The OECD uses the information for the purposes set out in the Privacy Notice below.

With your consent, the OECD will collect the above information directly from the preschool service named in this form, together with your child's preschool attendance information and any other personal information reasonably required for the purposes of administering the preschool program for children in the year before full-time school and reporting to the Commonwealth.

I consent to this information being shared with the OECD for the purposes set out in the Privacy Notice below.

NO YES (please select)

Parent/Guardian full name: _____

Signature: _____

Date: _____

You are not required by law to consent to the information being shared with the OECD, but if you don't, your child will not be able to access a government-funded preschool place.

5. Parent/Guardian Privacy Notice

The OECD is collecting personal information about you and your child for the purpose of administering the preschool program for children in the year before full-time school. This includes determining your child's eligibility for the preschool program, conducting enrolment duplication checks across preschool

services, assessing and providing funding entitlements, managing payments to preschool service providers and monitoring and evaluating the program. If the OECD detects a duplicate enrolment, the OECD will disclose this to the services at which the child is enrolled.

The OECD also uses the information collected to meet national early childhood reporting obligations. This includes sharing information with the Commonwealth Government (either directly or through the South Australian Department for Education) for the National Early Childhood Education and Care Collection and the National Preschool Attendance Collection to assess performance under the Preschool Reform Agreement and as part of the Report on Government Services and annual Closing the Gap data compilation. Deidentified enrolment and attendance information is also shared with the Australian Bureau of Statistics.

In the performance of its functions set out in the *Office for Early Childhood Development Act 2024*, the OECD may also use the information collected for the purpose of research and evaluation in relation to early childhood development. If the OECD engages a third party to assist with research and evaluation, the OECD will require them to use the information only for those purposes and to adhere to strict requirements about the secure storage and management of the information.

The OECD will not otherwise use or disclose your or your child's personal information unless required or authorised by law, including under the *Office for Early Childhood Development Act 2024*, or the South Australian Government's Information Privacy Principles Instruction (IPPS).

The OECD will securely store and manage the personal information shared with it in accordance with its record keeping and information privacy obligations under law and the IPPS. For further information, you can visit <https://www.earlychildhood.sa.gov.au/privacy>.

The Partner Service at which you submit this form must separately comply with privacy obligations in relation to your and your child's personal information, including in relation to the storage and security of that information. If you have any questions, please contact the service directly.

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