

Waiting list and Priority of Access policy

Flinders University Child Care Centre (Flinders) is situated on Flinders University grounds and is supported by Flinders University. Flinders fills vacancies at the centre in accordance with our Priority of Access policy. The centre currently has a long waiting list for children under 3 years of age. Flinders encourages all families to place their name on the waiting list when they become pregnant. Families are not able to place an unconceived child on the waiting list. Vacancies are only created when children leave, due to a transition into school or when families leave the centre for other reasons - changes in employment or residence. As it is difficult to predict when a place will become available at the centre, Flinders suggests and encourages all families have other options for care as we can't guarantee a place will be available at Flinders when required. If you accept a place at another centre but still want to transition to Flinders if a vacancy becomes available, Flinders will maintain your position on the waitlist and offer your child a place if and when it becomes available in accordance with our Priority of Access policy. Flinders asks that families keep in regular contact with the centre to maintain a position on the waiting list. A family will not be removed from the waiting list until the family requests for that child to be removed, either in writing or via phone or if they haven't been in contact with the centre for more than six months.

Priority of Access policy:

When there is a vacancy at the centre, priority for this place will be given in the following order:

1. A child at risk of serious abuse or neglect
2. Existing families of Flinders University staff¹ or students² or children of Flinders Child Care Centre staff³ who are seeking additional days, or places for siblings
3. Existing families that are not affiliated with Flinders University who are seeking additional days, or places for siblings
4. New families of Flinders University staff or students or children of Flinders Child Care Centre staff
5. New families not affiliated with Flinders University

Flinders provides Priority of Access to the staff and students of Flinders University and to the staff of the Flinders University Child Care Centre. Subsequent vacancies at Flinders are then offered to the broader community who have placed their name on the waiting list and in accordance with our Priority of Access policy.

At all stages in the Priority of Access policy, places are offered to those families who have been on the waiting list for the longest amount of time. Other considerations include the days of childcare required, date they wish to start and the age group in which vacancies occur.

Flinders requests that any family who has placed their child on the waiting list but no longer requires a place at Flinders to please advise the centre that they no longer need to be on the waiting list.

¹ "Flinders University staff" refers to any person who is a paid employee of Flinders University at the time of enrolment on the waitlist or at the time a vacancy is offered to the family

² "Flinders University students" refers to any person who is a part time or full time student at Flinders University at the time of enrolment on the waitlist or at the time a vacancy is offered to the family

³ "Flinders staff" refers to any person who is a paid employee of Flinders University Child Care Centre