



Quick Reference Guide For Kindergarten Registration in 2020

The **on-time** registration period opens at **9am on Monday, 4 March, 2019** and closes at **12 midnight on Sunday, 30 June, 2019**.

Registrations received after the closing date will be deemed 'late' and will be placed in a late wait group for allocation after all on-time registrations have been offered placement.

Step 1

Make sure that your child is eligible to attend kindergarten in 2020:

- For 4 year old kindergarten your child must turn 4 by 30 April in the year of attendance.
- For 3 year old kindergarten your child must turn 3 prior to attendance. Children who turn 3 during the year will be offered available places at that time.
-

Step 2

- Visit the Mornington Peninsula Shire website at www.mornpen.vic.gov.au/kindergarten and click on the link to the relevant 2020 registration form (3yo or 4yo)

Step 3

- Complete the registration form with your child's and your own details and pay the \$16 registration fee if applicable (*Families with a Health Care Card are not required to pay*)
- Select up to 2 kindergarten preferences. If you select a second preference you must be willing to accept a position there if your first preference is unavailable. **If not, please only make one selection**
- Ensure that you provide a current email address as Letters of Offer are emailed

Step 4

- Once you have submitted your registration form and successfully made payment of the registration fee (if applicable) a confirmation email will be sent to your nominated email address. Please be sure to check your spam/junk folders

What happens next?

- 2020 kindergarten offers will commence on Monday, 15 July, 2019 (for 4yo kindergarten) and Monday, 2 September, 2019 (for 3yo kindergarten) and will continue over the following weeks
- The email offer letter will contain instructions on how to accept or decline the position. Placement offers not accepted by the due date will be deemed to be available for reallocation
- If you no longer require the offered place, please follow the process to formally decline the position as this will ensure that another child can be offered the declined position

What if I don't have a computer to register?

- The registration process has been designed to also work on smart phones and tablets
- You can also access a computer at one of our Shire Libraries or one of our Shire offices
- If you are experiencing any difficulties in registering, please call our team on 5950 1099 and we will be able to assist you

Please refer to the 2020 Kindergarten Offer Processing Timeline on our website for key dates.