Priority of Access Guidelines as per the Australian Government funding agreement with a DECD rural care program

There are three levels of priority, which child care services 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, i.e. respite care.

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 or who or whose partner is on income support
- children in families with a non-English speaking background
- children in socially isolated families
- children of single parents.

When a service has no vacant places and is providing child care for a child who is a Priority 3 under the Priority of Access Guidelines, the service may require that child to leave the child care service in order for the service to provide a place for a higher priority child, but only if:

- The person who is liable to pay child care fees in respect of the child was notified when the child first occupied the child care place that the service followed this policy
- The service gives that person at least 14 days’ notice of the requirement for the child to leave the child care service.
I ………………………………………………………. the parent/guardian sign and understand the priority of access applied to all vacant child
care places. I also understand it is my responsibility to contact and update/confirm the continuation of my child on the waiting
list and my child care needs every six months or earlier if required.

Please indicate your family situation by answering the following questions:

1. Single Parent
2. Two Parents
3. Sole parent or both parents working, studying, and/or training to enter the workforce or seeking employment
4. One parent working and one parent caring for child/ren at home full time
5. Sole parent at home caring for child/ren full time
6. Will you be eligible for Child Care Benefit?
7. Do you or your child have a disability?
8. Does your child speak English as a second language?
9. Indigenous or Torres Strait Islander?

Parent/Guardian

Name ………………………………………………………… Date: ……………………. Signature: ………………………………………

Copy to be given to parent