

POLICY: 2 Placement of school aged children

STATUS: Approved

DATE: June 2011

Date for review: July 2014

This policy documents the criteria for placement of school aged children at the Centre.

- The Centre will not accept children over the age of 5 years.
- Exceptions may be made, at the discretion of the Management Committee, in the following circumstances:
 1. If a child who is currently enrolled at the Centre turns 5 during the school holidays, or up to one week prior to the holidays, the child may remain at the Centre until the end of the school holidays.
 2. If a child with special needs is attending the Centre and, after discussion with the Ministry of Education and Special Needs Services, it is considered in the best interest of the child and the Centre, the child may remain past her or his 5th birthday. (Bulk funding can be claimed under these circumstances).
 3. If a short term place is available, a child over 5 who was enrolled at the Centre may use the place during the holidays provided:
 - a) the child has left the Centre within the term preceding the holidays
 - b) there is sufficient staffing to accept the child without need of a reliever.

Signed President: