

ARGYLL & BUTE COUNCIL
COMMUNITY SERVICES: EARLY YEARS

**REGISTRATION FOR
PRESCHOOL EDUCATION
2011 - 2013**

IS YOUR CHILD ELIGIBLE FOR PRESCHOOL EDUCATION 2011 - 2013?

Are you the parent of a child born between 1 March 2008 and 28 February 2009? If so, did you know that your child is eligible for free preschool education from August 2011?

All three year old children born between 1 March 2008 and 28 February 2009 will be eligible for preschool education over a two year period depending on the child's date of birth as follows:

Preschool	Date of Birth	Start Date of
	1 March to 31 August	August
	1 September to 31 December	January
	1 January to 28 February	Easter

A child's entitlement to free preschool education will be 475 hours generally as 5 x 2½ hour sessions over a minimum of 38 weeks within the school year.

Argyll and Bute Council Community Services: Early Years provides preschool education directly through its own pre five units and by contracting approved private, voluntary and independent preschool providers.

FOUR YEAR OLD CHILDREN NOT CURRENTLY REGISTERED

If your child's birthday falls between 1 March 2007 and 29 February 2008 and he/she is not currently attending preschool education your child will be eligible for their second year of preschool education from August 2011.

HOW TO REGISTER YOUR CHILD FOR A PRESCHOOL EDUCATION PLACE

Parents must apply in person between 21st February and 25th February 2011 to register for a preschool place for school year 2011/2012 and should bring their child's birth certificate or similar document verifying their child's date of birth.

Details of the registration week and where places are available for preschool education for school year 2011-2013 can be obtained from:

Adverts in the local press, week commencing 14th February 2011.

Posters displayed in council offices, libraries, community education offices, primary schools, private, voluntary and independent providers

Our helpline service – details overleaf

TO HELP YOU CHOOSE A PLACE FOR YOUR CHILD

We believe it is important for your child to have preschool education in the same place for the full two years.

Why? – To provide continuity and a secure learning environment.

Community Services: Early Years is aware of parents' needs and wishes for preschool education. However, it will not always be possible to offer your first choice of provider.

If your first choice is not available then the council has a procedure to allocate places.

If it is necessary to change your child's preschool provider you are able to do so within the 1st week following the start of terms and the 1st week following the mid term breaks as listed below:-

1 st Term	August 2011 October 2011 (mid term)
2 nd Term	January 2012 February 2012 (mid term)
3 rd Term	April 2012 May 2012 (mid term)

Please contact your preschool provider or Early Years helpline for actual dates.

CROSS BOUNDARY REQUESTS

A parent who resides in Argyll and Bute Council area who wishes to access preschool provision in another authority should contact that authority or if you require further guidance please contact the Early Years helpline (see below).

ADDITIONAL INFORMATION

Helpline Service

A helpline has been provided by Community Services: Early Years to assist parents with information and advice on all aspects of pre school education provision for their child. You can contact the helpline by writing, e-mailing or telephoning between 9.00am – 5.00pm, Monday – Friday.

Esther Barrett, Argyll House, Alexandra Parade, Dunoon, PA23 8AJ
Telephone: 01369 708503
e-mail: earlyyears@argyll-bute.gov.uk

Use of Photographs

Photographic displays and video recordings are often used to show the work of the unit and are sometimes included in press articles. If you do not want your child's picture to be included, there is a space on the registration form to say so.

Transport

Preschool education provision has **no entitlement** to transport.

Community Services: Early Years is not obliged to provide transport, however, it recognises the unique rural nature of Argyll and Bute and transport may be available in exceptional circumstances.

Following registration, parents who have exceptional transport difficulties should telephone the helpline.

Assistance with transport is considered for the current school year only i.e. a new request must be made for subsequent school years.

Complaints Framework

If you have a complaint about your child's preschool education talk it over with the head of centre. **If no agreement can be reached then contact the Early Years helpline who will advise you of what to do next or alternatively, contact Social Care and Social Work Improvement Scotland (SCSWIS) on 0845 6009527**

If required this information leaflet can be supplied in other languages and formats. Please contact the Early Years helpline.

Parent Information

Argyll and Bute Council
Argyll House
Alexandra Parade
Dunoon
Argyll
PA23 8AJ
Telephone: 01369 704000
Fax: 01369 708584
www.argyll-bute.gov.uk