

C&K BRANCH KINDERGARTENS

2018 Enrolment Process

--- Families ---

APRIL 2017



Keep your waiting list information up-to-date, especially your email address, mobile phone number and any group preference you have.

Email updates to the C&K Enrolments Team: enrolments@candk.asn.au

FROM MAY 2017

Enrolment offers will be made to target-age children (turning 4 by 30 June 2018) by the C&K Enrolments Team. Enrolment offers will be made based on the date we received your waiting list application.

If you have wait listed at more than one service, you may receive multiple enrolment offers.



REMINDERS



All enrolment offers have an expiry date and time. If no response is received your offer will expire and the place will be offered to the next family on the waiting list.

If we have your email and mobile phone number, we will send you a reminder via email and SMS. If you need more time, please contact C&K's Enrolments Team 07 3513 2503.

ACCEPT OR DECLINE

BEFORE OFFER
EXPIRES

ASSISTANCE

Before the enrolment offer expires, log into iParent Portal (by clicking on the link in your enrolment offer email). Click on iEnrol Status and choose Accept Offer or Decline Offer. If you choose to accept you will be asked to complete the online enrolment form to secure your place (this will take about 20 minutes).

You are very welcome to contact the C&K Enrolments Team (07 3513 2503 or enrolments@candk.asn.au) if you would like assistance with completing your enrolment or to discuss alternative enrolment acceptance options where access to the online system may not be available.

AFTER OFFER
EXPIRES



If we don't hear from you before the offer expiry date, we will assume you no longer require a place.

If there are more target-age children on the waiting list, the C&K Enrolments Team will make an enrolment offer to the next family.

INFO

More information about each of our services can be found on our website www.candk.asn.au (including operating hours and current fees).

Once you have registered for iParent Portal, you will be able to create, update and manage your waiting list applications and respond to your enrolment offers anytime (24/7).

**For further information please contact
enrolments@candk.asn.au or 07 3513 2503**