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| --- | --- |
|  | Application form[ ]  Accreditation of a kindergarten guideline[ ]  Re-accreditation of a kindergarten guideline |

*Complete this form electronically or in writing (on-screen shading of fields will print clear).*

#### Owner’s details

|  |  |  |  |
| --- | --- | --- | --- |
| Title: |       | Family name: |       |
| Given name: |       |
| Organisation: |       |
| Position: |       | ACN/ABN (if a company): |       |
| Address: |       |
|  |       | Postcode: |       |
| Phone: |       | Fax: |       |
| Mobile: |       | Email: |       |

#### Nominee’s details (if not the owner)

|  |  |  |  |
| --- | --- | --- | --- |
| Title: |       | Family name: |       |
| Given name: |       |
| Organisation: |       |
| Position: |       | ACN/ABN (if a company): |       |
| Address: |       |
|  |       | Postcode: |       |
| Phone: |       | Fax: |       |
| Mobile: |       | Email: |       |

If the applicant is not the owner of the kindergarten guideline, is the nominee authorised by the owner of the guideline to apply for accreditation?

[ ]  Yes — please attach an authenticated copy of the permission of licence, e.g. witnessed by a Justice of the Peace or accompanied by a statutory declaration.

[ ]  No — please note that permission from the owner of the guideline is required before proceeding with the application.

#### Guideline details

|  |  |
| --- | --- |
| Name: |       |
| Age group for which the guideline is intended: |       |
| Associated curriculum materialsPlease type/write in the space provided or attach additional pages to this document.     [ ]  See attached |

Kindergarten guideline is defined in Schedule 2 of the QCAA Act as ‘a guideline about learning and age-appropriate teaching and assessment practices, in education and care services, for the years before the preparatory year’.

#### Details of use of this guideline elsewhere in Australia

|  |  |
| --- | --- |
| Jurisdiction/s in which it is used: |       |
| Period in which it has been used: |       |

#### Details of intended use in Queensland

|  |
| --- |
| Please type/write in the space provided or attach additional pages to this document.     [ ]  See attached |

#### Details of how the kindergarten guideline aligns to *Belonging, Being and Becoming: The Early Years Learning Framework for Australia* or other documents detailing equivalent matters

|  |
| --- |
| Please type/write in the space provided or attach additional pages to this document.     [ ]  See attached |

#### Details of how the standards of learning and assessment in this kindergarten guideline compare to the *Queensland Kindergarten Learning Guideline (2018)*

|  |
| --- |
| Please type/write in the space provided or attach additional pages to this document.     [ ]  See attached |

#### Other information

|  |
| --- |
| Other information about the kindergarten guideline that would support it being accredited, e.g.* its use in other states or countries — the number of education and care services, how long it has been in use, independent evaluations or reports, references from teachers or other appropriate persons
* if not yet implemented, a description of how the guideline was developed, any independent evaluations or reports, references from teachers or other appropriate persons
* a description/inclusion of any associated support materials.

Please type/write in the space provided or attach additional pages to this document.     [ ]  See attached |

#### Application fee

The [application fee](https://www.qcaa.qld.edu.au/about/fees-charges-resources) should be made payable to the Queensland Curriculum and Assessment Authority. Please be aware that if the application does not proceed after it is formally lodged, the application fee will be refunded, less the [administration fee](https://www.qcaa.qld.edu.au/about/fees-charges-resources).

[ ]  Application fee enclosed.

## Declaration

I declare that the information contained in this application is correct.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |    /    /      |

##### Privacy and Electronic Transactions Act Notice

The information you provide in this form is being collected and used in relation to the functions and powers prescribed under Part 2 of the *Education (Queensland Curriculum and Assessment Authority) Act 2014*. The information will be accessed by QCAA staff and handled in accordance with the *Information Privacy Act 2009*. Information held by the QCAA is subject to the *Right to Information Act 2009*. By submitting a completed form, you consent to your personal information being transmitted, and or stored on IT equipment outside Australia. If you are required to sign this document and submit it electronically, you consent to the collection of your signature and agree that the document becomes a signed document pursuant to section 14 of the *Electronic Transactions Act 2001* (Qld).

## Payment options

|  |
| --- |
| Amount: $       |
| [ ]  Cheque or money order payable to:  | Queensland Curriculum and Assessment Authority |
| OR |
| Credit card: | [ ]  Visa [ ]  Mastercard |
| Credit card no:  |       |
| Name on card:  |       | Expiry date:  |       |
| Signature: | Date: |    /    /      |

Please forward the application with a copy of the kindergarten guideline to:

**Curriculum Services Division**

**Queensland Curriculum and Assessment Authority**

**PO Box 307**

**SPRING HILL QLD 4004**

## Checklist for applicants

#### Educational criteria

|  |  |
| --- | --- |
| * 1. the kindergarten guideline includes the rationale for the guideline
 | [ ]  |
| * 1. the kindergarten guideline is appropriate for the educational needs of the group of children provided for under the guideline
 | [ ]  |
| * 1. the kindergarten guideline describes the areas of learning and development in the guideline
 | [ ]  |
| * 1. the kindergarten guideline describes the expected knowledge, skills and dispositions typical of children who have completed the relevant kindergarten year\*
 | [ ]  |
| * 1. the kindergarten guideline describes the expected learning behaviour typical of children who have completed the relevant kindergarten year
 | [ ]  |
| * 1. the kindergarten guideline promotes a balance, depth, quality and range (the characteristics) of learning experiences of a standard that achieves or exceeds the standard for the characteristics of learning experiences under related accredited kindergarten guidelines\*\*
 | [ ]  |
| * 1. the kindergarten guideline provides advice on, and a format for, monitoring and assessing children’s learning to support reporting to parents and the transition to school
 | [ ]  |
| * 1. the kindergarten guideline does not encourage or condone discrimination on the basis of an attribute mentioned in the *Anti-Discrimination Act 1991*, section 7
 | [ ]  |
| * 1. the kindergarten guideline is based on the document called *Belonging, Being and Becoming: The Early Years Learning Framework for Australia*, published by the Department of Education, Employment and Workplace Relations of the Commonwealth for the Council of Australian Governments in 2009
 | [ ]  |
| * 1. the kindergarten guideline is based on another document detailing matters that the chief executive considers are equivalent to the matters contained in the document mentioned in paragraph i.
 | [ ]  |

*\* Relevant kindergarten year* means any of the years immediately before the preparatory year provided for in a kindergarten guideline

*\*\* Related accredited kindergarten guidelines*, for a kindergarten guideline under evaluation, means accredited kindergarten guidelines equivalent to the *Queensland kindergarten learning guideline*.

#### Social responsibility criteria

|  |  |
| --- | --- |
| * 1. implementation of the guideline will not encourage or condone contravention of:
		1. a law of the State or the Commonwealth
		2. an international treaty to which the Commonwealth is a party
 | [ ]  |
| * 1. implementation of the guideline will not be inconsistent with an agreement between the State or a representative of the State and another State or the Commonwealth or a representative of another State or the Commonwealth
 | [ ]  |
| * 1. implementation of the guideline will not be contrary to the public interest, e.g. a kindergarten guideline will not promote racial discrimination in play and everyday situations
 | [ ]  |