



Kindergarten Enrolment - Existing Family

Before you start

1 Before you start completing the Enrolment form, we recommended that you gather the following documentation/information.

- Child's proof of birth date (eg. Birth certificate or child's immunisation history statement)
- Child's doctors' details
- Child's Immunisation History Statement
- Child's Medicare Number
- Guardian/Parent Health Care Card (if applicable)
- Child's Medical Management Plan (if applicable)
- School Exemption Letter (if applicable)
- Contact information for Nominee

2 Login to Xap



If you haven't done so, you must activate your Xap account by setting up a password. If you have forgotten your password, please select "forgot password" from the login screen.

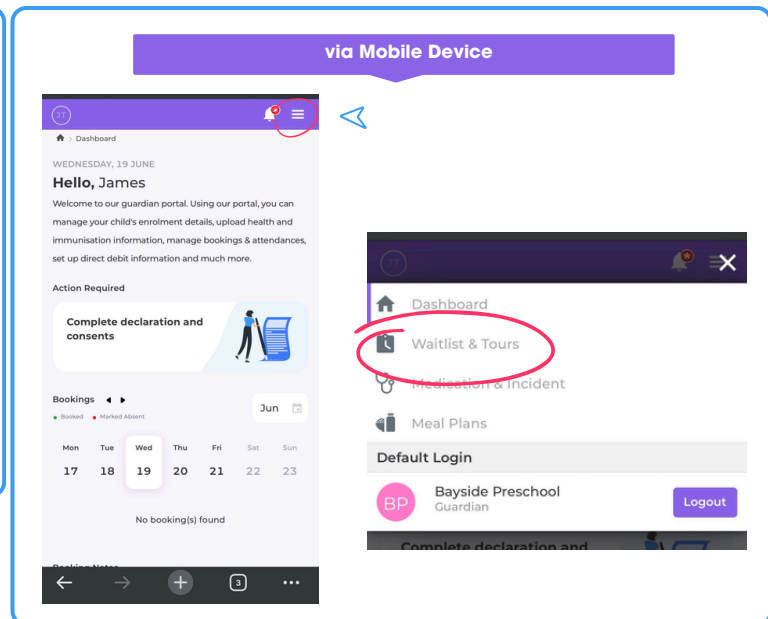
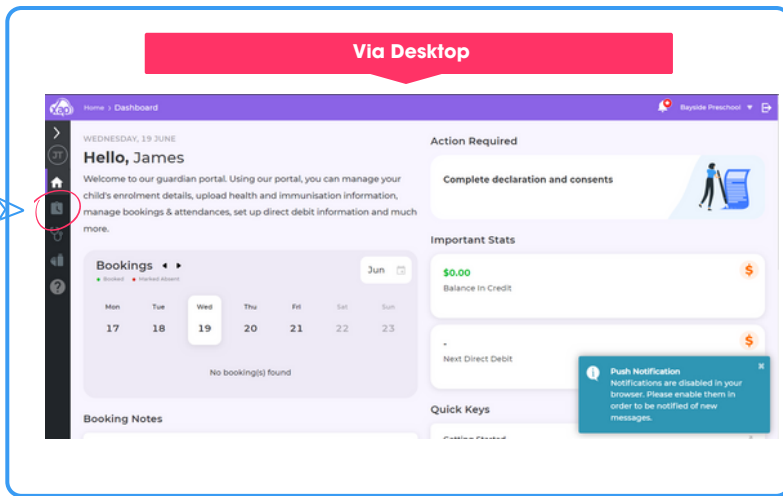


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Getting Started

1 Via the Dashboard, Select the square clock icon on the left hand menu.

Alternatively, if you are logging in using your mobile device, you can select the menu in the top right hand corner and select Waitlist and Tours:



2 Click on the Green + button at the top right corner. A new waitlist application will pop up for you to fill out.

Once you finish the new application, an enrolment form will be available for your review and completion.



Add - Waitlist Application

New/Existing Service *
 New Service Existing Service

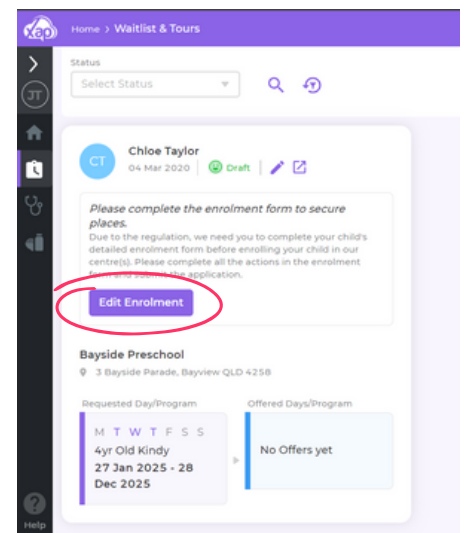
Service
KU Maidstone Children's Centre

New/Existing Family *
 New Family Existing Family

Child Information
New/Existing Child *
 New Child Existing Child

First Name *
Last Name *
Date of Birth *

CRN





Kindergarten Enrolment - New Family

Completing your enrolment

Once you have selected Edit Enrolment, your enrolment form will open ready to review and complete. You will not be able to move through or submit your enrolment without completing every section and question.

Once a section is complete it will be marked with a green tick. ✓



Home > Waitlist & Tours

Status
Select Status

Chloe Taylor
04 Mar 2020 Draft

Please complete the enrolment form before enrolling your child (Due to the regulation, we need you to complete a detailed enrolment form before enrolling your child at the centre(s). Please complete all the actions in the form and submit the application.)

Edit Enrolment

Bayside Preschool
3 Bayside Parade, Bayview QLD 4258

Requested Day/Program
MTWTFSS
4yr Old Kindy
27 Jan 2025 - 28 Dec 2025

Offered Day/Program
No Offered

Guardian 1
Nominee 1
Child Information
General & Cultural D...
Doctor & Insurance D...
Health & Immunisati...
Consents & Court Or...
Priority of Access
Days/Programs ✓
Declaration

Child Information

First Name *
Chloe

Middle Name
Middle Name

Last Name *
Taylor

Known As (Preferred Name)
Known As (Preferred Name)

Date of Birth *
04/03/2020

Gender
Gender

Make this default name

CRN
CRN

Child Resides With
Child Resides With

Address where child resides
Street Address

Suburb
Suburb

State
State

Postcode
Postcode

Please list your child's favourite activities and interests
Select Activities and Interests

Birth Certificate

Back Save & Next

★ **Important:** Each section must be completed and saved before moving onto the next. You will not be able to exit a section without completing all mandatory questions. If you do exit a section without completing in full, anything you have completed, will not be saved.