



Application for Enrolment in a Western Australian Public School (Primary)

You must complete a separate enrolment application for each student. You need to complete an enrolment application form if:

- You are enrolling a child in Kindergarten for the following year.
- You are enrolling a child in Pre-primary for the following year.
- You are enrolling a child in Year 7 at a new school for the following year.
- You are enrolling a child transferring from another school in any year level.

Submitting an application for enrolment does not guarantee you will receive a place at the school. The school will notify you in writing of the outcome of your application.

If you are unable to complete this application form, please contact the school for help.

For more information please visit the Department of Education [website](#).

SCHOOL NAME

School name

PERSONAL DETAILS (Please complete all details below)

Child's surname

Legal surname (if different)

Given names

Date of birth (dd/mm/yy) / / Gender Male Female Not Specified

Parent Surname

Parent First Name Title Mr Mrs Ms Other

Residential Address (must be completed)

Postcode

Postal Address (if different from residential address)

Postcode

Telephone (Home) Telephone (Work) (If convenient)

Mobile Phone No. Email

PERSONAL DETAILS (Continued)

Year Level enrolling in

Start date: Beginning of following school year

YES

NO

If no, indicate start date

If applicable, year level your child is currently enrolled in (e.g. Year 6)

If applicable, name of school at which your child is currently or was last enrolled

Are there any Family Court Orders regarding the day to day or long term care, welfare and development of your child?

YES NO

Does your child have an Australian Immunisation Register (AIR) Immunisation History Statement?

YES NO

If your application is accepted, you will be asked to provide an Australian Immunisation Register (AIR) Immunisation History Statement that is not more than two months old.

Will there be any brothers or sisters attending this school?

YES

NO

Name/s and year levels

Is your child currently under suspension from a school?

YES

NO

If yes, name of school

Is your child a temporary resident?

YES

NO

If yes, please indicate:

Date entered Australia if born overseas.

Visa Sub Class No.

Visa expiry date

Does your child have health or medical condition, disability or additional needs?

YES

NO

This information will assist the school principal in planning to provide the best educational program for your child. Please provide details:

DECLARATION

The information and statements provided in this application for enrolment are true and accurate in relation to:

Name of person enrolling child

Title

Mr Mrs Ms Other

Relationship to child

(Independent minors and those aged 18 years or older may apply on their own behalf)

Telephone (Home)

Telephone (Work)

Mobile Phone No.

Signature

Date

If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct

Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

DOCUMENTS TO BE PROVIDED

The school will advise you of any additional documentation required.

Checklist: Check the box to indicate documents you can provide to support this application.

- 1. Birth Certificate or extract or other identity documents
- 2. Copies of Family Court or any other court orders (if applicable)
- 3. Proof of address
- 4. Information relating to suspensions
- 5. Information relating to health or medical condition, disability or additional needs (if applicable)
- 6. If your child is not a permanent resident of Australia, you must provide evidence of current visa subclass and previous visa subclass (if applicable, such as if current visa is a bridging visa)

Please provide any other relevant information.

OFFICE USE ONLY

Documents provided:

- 1. Birth Certificate or extract or other identity documents YES NO
- 2. Copies of Family Court or any other court orders YES NO
- 3. Proof of address YES NO
- 4. Information relating to suspensions YES NO
- 5. Information relating to health or medical condition, disability or additional needs YES NO

Date application received

Year Level

Principal's approval

Application for Enrolment approved YES NO

Name

Signature of principal/delegate

Date



Please submit application with the following documents:

- Birth Certificate
- Medicare Immunisation History Statement
- Proof of current address ***see note
- Proof of Australian Citizenship (if applicable)
- Family Court Orders (if applicable)
- Full Diagnosis Report
- Medical Plan

You can access your child's Immunisation History Statement through:

- MyGov, by logging into your Medicare online account
- Medicare Express Plus App
- visiting a Medicare or Centrelink office
- calling the Australian Immunisation Register enquiries line 1800 653 809 to request a copy

The Immunisation History Statement must be not be older than 2 months.

Proof of address

*** Preferred documents are:

- Utilities bill (gas, electricity, or water rates)
- Rental agreement and bond lodgement receipt or purchase agreement
- In some cases, a Stat Dec may be requested to verify place of residence

Please note that an *Application for Enrolment* can only be made at one public School.

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