

PRE-ENROLMENT CHECKLIST

Dear Parent / Carers

You will need to provide the following documentation before your son/daughter's enrolment can be finalised. Copies can be made at the school if you do not have access to a copier.

Student Name: _____ Year: _____

1. **Completed Apply to Enrol Form**, with all details filled in. Especially medical/health details and parent/carers occupation group.
2. **Proof of identity** - *ONLY ONE* of the following:

Birth Certificate

Passport

Citizenship Certificate

3. **Immunisation History Statement**. Parents can request a copy of the History Statement by calling the ACIR on 1800 653 809 or requesting a statement by emailing acir@medicareaustralia.gov.au or visiting Medicare Online Service at www.medicareaustralia.gov.au/online or a local Medicare office.

4. **Proof of address** - *ONLY ONE* of the following:

Electricity or Telephone Accounts

Rate Notice

Property Lease Agreement

5. **Any family law or AVO's** or other relevant court orders (if applicable)

6. **School Bus Passes** - Application for free school travel need to be completed online at: transportnsw.info/school-students

Carla McInnes
School Administrative Manager