



Department of
Education

Corney Street, (P.O. Box 292),
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Application for Enrolment in a Western Australian Public School (Primary)

You must complete a separate enrolment application for each student.

IMPORTANT

- Please ensure that all requested documentation is included and returned to Port Hedland Primary School.
- This application will **NOT** be processed unless all supporting documentation is received, including proof of address.
- Immunisation:** You are required to provide the school with this information when you apply to enrol your child.
- You must supply an **AIR Immunisation History Statement, no more than two months old.**
- Children may be enrolled for Kindergarten in one school only, either public or private.
- Interpreters may be available for school enrolment interviews; would an Interpreter be required? Yes No

Submitting an application for enrolment does not guarantee you will receive a place at the school.

The school will notify you 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	Enrolment Year - 20	Select Year Level	Kindy	Pre-Pr	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
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/Guardian Surname										
Parent/Guardian 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 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:

PERSONAL DETAILS (Continued)

Is the student of Aboriginal or Torres Strait Islander origin?

No Yes, Aboriginal Yes, Torres Strait Islander (TSI) Yes, both Aboriginal and TSI

Does the student speak a language other than English at home?

No, English only Yes, Aboriginal English Yes, other language - please specify

(If more than one language, including an Aboriginal language, indicate the one that is spoken most often)

What was the first language spoken at home?

Does the student mainly speak English at home? YES NO

DOCUMENTS TO BE PROVIDED

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

The school requires two items of proof of address.

FIRST item must be one of the following:

Your current water or council rates bill *(if owner occupier)* **OR**
Rental or Lease Agreement **OR**
Company Rental, with housing authority supporting letter

SECOND item must be a utilities bill showing residential address:

Electricity Account *(most recent)*
Gas Account *(most recent)*
NBN or Internet Account *(most recent)*
Telephone Bill - post paid *(most recent)*

ADDITIONAL DOCUMENTS

1. Birth Certificate or extract or other identity documents
2. Copy of Visa / Passport
3. Copies of Family Court or any other court orders (if applicable)
4. Copy of AIR Immunisation History Statement *(not more than 2 months old)*. Available from My Gov or Medicare.
5. Information relating to suspensions
6. Information relating to health or medical condition, disability or additional needs (if applicable)
7. Additional Kindergarten Form (required document if enrolling for Kindergarten or Pre-Primary)
8. 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.

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.

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
6. Kindergarten Additional Information form	YES	NO

Date application received / /

Year Level

Principal's approval Application for Enrolment approved YES NO

Name

Signature of principal/delegate

Date / /