



APPLICATION FOR PRE PRIMARY

(For enrolment in a Western Australian Public School)

The form is to be completed in English. If you need help including translation and interpreting services, please ask the school staff about assistance available through the Statewide Services Resource and Information Centre - English as an Additional Language or Dialect (EAL/D) Program. Website: <http://det.wa.edu.au/curriculumsupport/eald/detcms/portal/>

Parent information about applying to enrol in a Western Australian public school

Thank you for your interest in applying to enrol your child in a Western Australian public school.

Enrolment in a public school is a two-step process.

Step 1: Application for Enrolment

Parents lodge an *Application Form* and are required to provide 3 proofs of address,

1. Current years Rates Notice or Lease agreement with minimum of 3 months lease, 2. Drivers Licence and 3. Utilities Bill.

Step 2: Junior Enrolment Form (only given out to complete if supporting documentation is approved)

Documentary evidence, including court orders relating to your child, may be required to support information supplied. Principals may consult with the Education Regional Office where sufficient evidence has not been supplied. All official records must be in the child's **legal** name. The use of a preferred name may be possible for informal communications.

It is highly recommended not to purchase items such as uniforms until you receive confirmation of enrolment.

The Department's *Enrolment Policy* can be found at <http://www.det.wa.edu.au/policies>.

A parent/responsible person applying to enrol a child in a public school should complete this Application for Enrolment form. Only permanent Australian residents and those children holding an approved visa subclass number are eligible to enrol in public schools.

The school may require documentary evidence in support of the application. A person with proper authority to make the application must provide the required information. The school is not required to determine whether another parent or person with authority concurs with the lodging of the application or the information included in it.

If there is a dispute between parents or authorised persons about the enrolment or one party requests or has enrolled the child at a different school, then the schools involved should endeavour to maintain the original enrolment and continuity of the child's schooling unless it is clearly not in the child's educational interests to do so, is not possible, or has been determined otherwise by a court.

Where the school has a local-intake area, an eligible child whose place of residence is within that area is guaranteed enrolment in the compulsory years of schooling (Pre-primary to Year 12).

First Priority	Second Priority	Third Priority
Child qualifying for an approved specialist program for that year.	Child who has a sibling also enrolled at the school in the current year, (other than siblings enrolled in specialist programs), and who lives nearest the school.	Child who does not have a sibling enrolled at the school in the current year, or who has a sibling enrolled in a specialist program, and who lives nearest the school.

For parents of students with disability

In order to provide an appropriate education program, the school may require specific information relating to your child's disability and personal needs to enable the school to make any necessary teaching and learning adjustments. The school may also use the information you provide when applying for specialist resources or services and/or supplementary funding to support your child's education.

Suspensions and exclusions

Information on any suspensions and exclusions needs to be provided to the school at the time of applying to enrol. This information will help the school to provide your child with any support that may be required.

Children currently under suspension from a public school cannot be enrolled at another public school until the suspension period expires.

Children who have previously been suspended or excluded from a public school may be required to enter into a behaviour agreement with the school if enrolment is accepted.

All information provided on this form will be treated confidentially. Section 242 of the *School Education Act 1999* precludes this information from being used for any purpose other than: to determine whether your application for enrolment can be accepted; to assist the school with addressing any needs for your child if enrolment is accepted; and to comply with legal requirements or ministerial directions.

Should you disagree with a school's advice regarding your application for enrolment please contact the principal in the first instance. The Coordinator Regional Operations at your Education Regional Office can provide advice if a concern has not been resolved. Information about formal disputes can be obtained from the school, the Education Regional Office or the Department's Enrolment Policy which can be found at <http://www.det.wa.edu.au/policies>.



Harrisdale Primary School

APPLICATION FOR 2020 PRE PRIMARY

(For enrolment in a Western Australian Public School)

Students in the compulsory years of schooling who are already enrolled at the school do not need to lodge a new application for that school each year.

OFFICE USE ONLY

Date received: _____

Year Level: PRE PRIMARY Enrolling Year: _____

2 Proof of Residency sighted ☐ YES ☐ NO

Owner / Non Owner ☐ YES ☐ NO

Birth Certificate sighted ☐ YES ☐ NO

Immunisation Records sighted ☐ YES ☐ NO

Passports & Visa sighted ☐ YES ☐ NO

Sibling ☐ YES ☐ NO

In Zone ☐ YES ☐ NO

Family Court Order/s: ☐ YES ☐ NO

Accepted ☐ YES ☐ NO

DECLARATION

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

Name of child: _____

Name of person enrolling child:

Title: _____ 1st Name: _____ 2nd Name: _____ Surname: _____

Relationship to child: _____

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

Tel (H): _____ Tel (W): _____ Mobile: _____

Signature: _____ Date: ____/____/____

NOTE: Children may be enrolled in Kindergarten in one school only, either public or private.

NOTE: In the event that statements made in this application later prove to be false or misleading, a decision on this application may be reversed. Information supplied may need to be checked by the school.

DOCUMENTS TO BE PROVIDED

Checklist:

Please place an *X' in the box ☒ to indicate each document attached (or sighted) to this application form.

1. Birth Certificate (original or certified copy) or extract or other identity documents ☐
if applicable. (Principals will refer to guidance 3.5.1 of the Enrolment Procedures where evidence is not provided).
2. Immunisation History Statement (Medicare Statement) ☐
3. Copies of Family Court or any other court orders (if applicable) ☐
4. Proof of address (1. Rates Notice / Lease Agreement, 2. Drivers Licence & 3. Utilities Bill ☐
6. Information relating to Medical Conditions / Disability ☐

If your child was not born in Australia, you must provide evidence of:

1. Date of entry into Australia ☐
2. Passport ☐
3. Visa Grant Notice ☐

If your child is a temporary visa holder, you must also provide:

Confirmation of enrolment or evidence of any permission to transfer ☐
provided by Education and Training International (ETI) email: study.eti@dtwd.wa.gov.au
(if holding an International full fee student visa, sub class 571);

or

Evidence of the visa for which the student has applied if the student holds ☐
a bridging visa

PERSONAL DETAILS (PLEASE PRINT ALL DETAILS BELOW)

Child's surname: _____	Given names: _____	Date of birth: __/__/____	Sex: M <input type="checkbox"/> F <input type="checkbox"/>								
Legal (if different): _____	_____										
Surname of parent/responsible person: _____	Given names: _____	Mr / Mrs / Ms: _____									
Residential Address (must be completed): _____			Postcode: _____								
Nearest intersecting street: _____											
Postal Address (if different from residential address): _____											
Telephone (Home): (08) _____ - _____		Mobile Phone No: _____									
Work (if convenient): (08) _____ - _____		Email: _____ @ _____									
Are there any Family Court Orders regarding the day to day or long term care, welfare and development of the child? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is the child subject to access restriction? If yes, please specify and attach supporting documentation. <input type="checkbox"/> YES <input type="checkbox"/> NO											
Will there be any brothers or sisters attending this school? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Name/s and year levels: _____ Year: _____ _____ Year: _____											
Is your child a permanent resident of Australia? <input type="checkbox"/> YES <input type="checkbox"/> NO											
If NO, please indicate date entered Australia: _____ Visa Sub Class No.: _____											
Does your child have a disability/medical condition? <i>This information will assist the school principal with considering whether any specific or additional resources are required and available to assist the school with providing the best educational program for your child.</i> Please indicate whether: <table border="0" style="width: 100%;"><tr><td>Physical</td><td>Intellectual</td><td>Other</td><td>medical condition</td></tr><tr><td><input type="checkbox"/> YES <input type="checkbox"/> NO</td><td><input type="checkbox"/> YES <input type="checkbox"/> NO</td><td><input type="checkbox"/> YES <input type="checkbox"/> NO</td><td><input type="checkbox"/> YES <input type="checkbox"/> NO</td></tr></table>				Physical	Intellectual	Other	medical condition	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
Physical	Intellectual	Other	medical condition								
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO								
Please outline nature of disability/medical condition/s (or attach details). _____ _____											

I declare that the information provided on this form is true. I also declare that this is the ONLY application I have made.

Signature of parent/responsible person: _____

Date: _____