



OVERVIEW

The below checklist has been created to ensure all relevant documentation is signed and returned to the school for the enrolment process.

SCHOOL ADMINISTRATION ENROLMENT CHECKLIST

<input type="checkbox"/>	Enrolment Form - signed by both parents (where applicable)
<input type="checkbox"/>	Birth Certificate
<input type="checkbox"/>	Immunisation History Statement
<input type="checkbox"/>	Sacramental Certificates (if applicable e.g., Baptism, Reconciliation and Eucharist and Confirmation)
<input type="checkbox"/>	Parent/Guardian/Carer Code of Conduct signed by both parents
<input type="checkbox"/>	Student Code of Conduct signed by student and parent
<input type="checkbox"/>	Photography and Recording Permission Form signed
<input type="checkbox"/>	Consent to Transfer Information signed by both parents
<input type="checkbox"/>	Enrolment Agreement – Primary/Secondary signed by both parents
	<i>The following forms are only completed and returned if applicable</i>
<input type="checkbox"/>	Medical Management Plan – Template
<input type="checkbox"/>	Student Health Support Plan
<input type="checkbox"/>	All relevant information and reports concerning additional needs of your child
<input type="checkbox"/>	If your child is not an Australian Citizen, please provide a copy of: <ul style="list-style-type: none"> • Visa Documentation/Passport • Parent & Student's Passport Number & Passport Expiry • Parent & Student's Visa Subclass Number & Passport Expiry Date
<input type="checkbox"/>	Other