

St Theresa's Primary School

Checklist for Enrolments

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