Enrolment Requirements

Enrolment Forms must be returned to the Office before 3pm, at least 1 day before commencing enrolment.

SUPPORTING DOCUMENTATION REQUIRED FOR OFFICIAL ENROLMENT:
The following are all required for each child, in order to complete the enrolment process. Please ensure that ALL details are completed.

- Completed Student Enrolment Form
- Copy of Birth Certificate (Enrolment forms will not be accepted without these.)
- Copy of Medicare Immunisation Summary

Children's immunisation history statements can now be accessed online by parents and guardians at Medicare Australia’s web site.

A registration form from www.medicareaustralia.gov.au/yourhealth is required to be completed including Medicare card number, individual reference number and date of birth. Within a few days a secure password will be sent out in the mail, allowing access to immunisation history. This password will also let parents check their Medicare Safety Net Balance.

Parents can also phone the Australian Childhood Immunisation Register on 1800 653 809.

OTHER REQUIREMENTS:
The following may be necessary and should be submitted with the enrolment forms:

**Asthma Management Plan**
Prepared in conjunction with, and signed/stamped by a medical practitioner for all children who suffer from asthma.

**Anaphylaxis Management Plan**
Prepared in conjunction with, and signed/stamped by a medical practitioner for all children who suffer from anaphylaxis.

Please make a note on your child's enrolment form of the year level your child in enrolling in, as well as the school or other organisation that your child is attending prior to commencing at our school.