

STUDENT ENROLMENT INFORMATION



Gardenvale Primary School

If your residence is located within the designated school zone and you wish to enrol your child or children, please complete the enrolment form and deliver it to the Junior Campus office, along with the required documents, for processing between 9:00am - 4:00pm, Monday to Friday.

The original copy of your child's birth certificate must be sighted.



Gardenvale Primary School

Enrolment Checklist for Parents/Guardians

Student Family Name:.....

Student Given Name:.....

Year to commence at Gardenvale Primary School 20.....Year Level.....

Please provide the following documents and information

	YES	NO
Proof of Birth: Please provide a copy of your child's Birth Certificate (original birth certificate must be sighted)		
Immunisation Certificate: Please provide a copy of your child's up to date immunisation certificate. (This can be obtained from the Australian Childhood Immunisation Register via Medicare) https://www.servicesaustralia.gov.au/individuals/services/medicare/australian-immunisation-register/how-get-immunisation-history-statement		
Emergency contact details: (on Enrolment form) please provide at least 3 other emergency contact details other than the primary and secondary carer. <i>To be contacted in case of an emergency where you cannot be contacted.</i>		
Medical Condition details (if Applicable, on Enrolment form): it is a requirement to inform the school whether your child has a medical condition such as Asthma, Anaphylaxis. An action plan completed by a doctor must be provided to the school.		
Proof of Residential Address: Please provide: <ul style="list-style-type: none"> • Contract of Sale and Rates Notice (if Homeowners) or • <u>Agency</u> Lease Agreement, which must be valid for 12 months post commencement date and Bond receipt (if property is leased) • Recent gas or electricity bill or connection notice • Driver's licence with current address <p><i>(proof of address not required if you already have a child/children attending GPS)</i></p> <p><i>(If your child resides at more than one address please contact the school to request an Alternative Family enrolment form)</i></p>		
Enrolment form: completed and signed.		
<i>Additional Information: (If applicable)</i>		
Family Court Documents		
School Report (for students enrolling into Years 1-6)		
For International students, a copy of student's visa and passport		

I do not live in-zone but would like my child to attend the school

No evidence of address is currently required. Your enrolment will be held on a waitlist. Waitlist applications will be notified of enrolment prospects toward the end of October.