

## WHO CAN ENROL A CHILD?

Enrolment applications can be lodged by:

1. Parents, defined in the School Education Act 1999 as persons who at law have responsibility for the long-term care, welfare and development of the child; or the day-to-day care, welfare, and development of the child;
2. Independent minors; and
3. Persons aged 18 years or older who may apply on their own behalf.

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, the school 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.

Family details should include details of the parent (see definition above) residing at the same address as the student. Details relating to parents not residing with the student may also be included in the Parent/Guardian Details section of the form.

**It is compulsory to advise of change of details in relation to student's name, usual place of residence and/or name and usual place of residence of parent/guardians.**

## CONFIDENTIALITY

All information provided in the form will be treated confidentially as per section 242 of the School Education Act 1999.

## DISCLOSURE OF INFORMATION - *For parents of students with a 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.

## IMMUNISATION RECORDS

Your child's immunisations should be registered with the Australian Immunisation Register (AIR). The school must be provided with an immunisation statement that has been issued within two months of the application to enrol.

You can access the AIR immunisation history statement by:

- Phoning the Australian Immunisation Register enquiries line on 1800 653 809.
- Visiting Medicare Online through the MyGov website
- Using the Express Plus Medicare app
- Visiting your local Department of Human Services Centre.

Further information on obtaining a current statement can be found on the Department of Health's website.

## CONTACT DETAILS

Please don't hesitate to contact us if you have any questions.

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