



Woodlands Primary School Enrolment Guidelines

All enrolments are processed by the school's Administration. To enrol at Woodlands Primary School there are a number of eligibility requirements. An Application for Enrolment Form must be completed. The following eligibility requirements will need to be fulfilled for enrolment at Woodlands PS.

Resident in the Local Intake Area:

The School Education Act 1999 guarantees a place for every child in the compulsory years of schooling, Pre-Primary to Year 6, in their local school. Woodlands Primary School is designated as a Local Intake School. The school has places for students in years PP-6 who currently reside within the boundaries of our **local intake area** as have been determined by the Department of Education. We require parents to provide documentary evidence of enrollee's legal name, age, proof of address and current Family Court Orders, if applicable, at the time of enrolment.

Proof of Address

A current lease agreement or recent utility account must be provided as evidence of current residential address in our local intake area.

Note: Children must be enrolled under their legal surname, the name as stated on their Birth Certificate. If there has been a name change the original Name Change Certificate must be sighted.

Age

A **birth certificate or extract of birth or passport** must be presented at enrolment. Students will be placed in the year of study corresponding to their age group.

Special Needs

Parents of students with special needs are asked to contact the school and discuss the needs of their child at enrolment to ensure the most appropriate program is put in place to meet the needs of their child.

Overseas Students

Students born overseas must hold either an Australian passport or appropriate visa before applying to the school. Students who do not hold an Australian passport must present their passport and visa paperwork at the time of enrolment.

Immunisation Records

The school must sight a copy of each student's immunisation records (ACIR History Statement) at the time of Enrolment. A child's immunisation is expected to be up-to-date upon entry to school. These include Measles, Mumps, Rubella, Polio, Whooping Cough, Diphtheria and Tetanus. Immunisations can be obtained from your local GP or through the local Council Clinic.

Eligibility for Enrolment- Kindergarten

Applications for Enrolment in Kindergarten are accepted according to the following criterion:

1. Children living in the intake area of the school and who will have a sibling enrolled at the school in year of commencement.
2. Children who live in the intake area of the school but will not have a sibling at the school in year of commencement.
3. Children who live outside the intake area of the school and who will have a sibling at the school in year of commencement.
4. Children who live outside the intake area of the school and who will not have a sibling at the school in year of commencement.