



Enrolment Process Checklist

***Completed enrolment form and supporting documents
to be delivered or posted to:***

**North Melbourne Primary School
210 Errol Street, North Melbourne Vic 3051**

	<p>Check residential address: https://www.findmyschool.vic.gov.au/ <i>If in our designated neighbourhood area, please supply:</i></p>
	<p>Identity Documents: Birth Certificate</p>
	<p>Child’s Passport (if child born overseas or if child born in Australia and parents born overseas)</p>
	<p>Evidence of Residency Status (if parents born overseas):</p> <ul style="list-style-type: none"> - Passport and Visa details of parents - Passport and Visa details of child
	<p>Proof of address documents: A current lease agreement or contract of sale/council rates. <i>Lease will need to extend beyond February 2023. If unavailable when submitting enrolment new lease to be provided once available.</i></p>
	<p>Two current utility bills or connection notices eg. gas, electricity, internet or official correspondence from ATO, Centrelink, Banks, etc. showing guardian’s name and residential address</p>
	<p>Additional Documents: Immunisation History Statement from the Australian Immunisation Register</p>
	<p>Court orders relating to access, parenting plans, etc., <i>if applicable</i></p>
	<p>Year 1 to Year 6 enrolments - copy of latest school report if available</p>
	<p>Medical conditions or developmental delays – plans, reports from previous school or relevant outside agency (e.g. asthma management plans, therapists, etc.) <i>if applicable</i></p>
	<p>Enrolment form with signatures of both parents noted on birth certificate (<i>if applicable</i>). This applies whether student’s parents live in same or separate households.</p>
	<p>Post or deliver enrolment form and supporting documents by 26/8/22 to: North Melbourne PS, 210 Errol Street, North Melbourne, Vic 3051</p>

Please note we are unable to provide photocopying services