

## Enrolment

We welcome all new students and their families to our school. It is an exciting time if you are starting school for the first time or transferring from another school. We hope that you will enjoy being part of our school community and we will endeavour to help you settle in quickly to your new school environment.

Our website is designed to give you a brief overview of our school and its programs and facilities. If you would like more information please telephone the school on (03) 9744 7137 and we would be happy to arrange a school tour and a chat with the principal about the programs we offer. If you are the parent or guardian of a child entering prep for the first time please refer to the section titled:

Prep Transition and Enrolment.

The following documents are required at the time of enrolment:

- Your child's birth certificate or passport
  
- Your child's Immunisation Certificate.

Immunisation certificates can be obtained by ringing 1800 653 809 or through any Medicare office.

The following information is required at the time of enrolment:

- Name and Address of the student and the parents or guardians
  
- Telephone contact details for parents or guardians
  
- Medical details or conditions relating to the student including the name of a doctor and a Medicare number
  
- Telephone numbers for other adults listed as emergency contacts for the child
  
- Name & telephone number of the previous school attended (if applicable).

We look forward to enrolling your child at our school.