Enrolment Checklist

Welcome to Redbank Plains State School. Please find enclosed our enrolment documents and school information. As part of the enrolment procedure you will be required to attend an enrolment interview, so we can learn more about your child and answer any questions that you have. Please bring your child along to the interview so we can meet them. Interviews are the final part of the enrolment process, in order for you to be eligible for an interview you will need to have returned a completed enrolment pack with all necessary documents as outlined below.

☐ Your child’s original Birth Certificate (Please note: Your child cannot commence Prep until this has been provided)

☐ Your child’s immunisation records

☐ Your child’s visa/passport if they were born overseas

☐ Two sources of proof of residence:
   The primary piece of evidence required is a Contract of Sale or Tenancy/Lease Agreement showing your name on the lease and the address
   
   And
   
   A supporting piece of evidence can be a Utilities bill eg. telephone, electricity, internet, Centrelink or Medicare letter

   Please be aware as we are an Enrolment Managed school, a Statutory Declaration, signed by a registered Justice of the Peace may be requested if sufficient evidence of residential address cannot be produced

☐ Any other necessary documentation eg. Medical letters

☐ Copy of Transition Statement from kindergarten or Report Card from previous school

☐ New family living within the school catchment area

☐ New student with a sibling already attending our Redbank Plains State school

Thank you for your co-operation and we look forward to working with you and your child.