



VARDYS ROAD PUBLIC SCHOOL

Quality Education in a Caring Environment

Address: Vardys Road, Kings Langley, NSW 2147
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Website: www.vardysroad-p.schools.nsw.edu.au

Enrolment Checklist for Parents & Carers

Please bring all of the following documentation to the school office between the hours of
10am and 2:30pm - Mon-Fri during school terms.

Completed Enrolment Form

You can collect an enrolment form from the school office or download it from the Department of Education website <https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment/primary-school-enrolment>

3 Proofs of Residential Address (Drivers Licences cannot be accepted)

- Proof 1 - **Current** council rates OR tenancy agreement **valid for at least 6 months**
- Proof 2 - **Current** electricity/phone/internet/gas bill/bank statement
- Proof 3 – Another **current** electricity/phone/internet/gas bill OR car insurance or car registration, home contents insurance, statement on letterhead from a recognised Government Department e.g. Centrelink or Medicare

Proof of Student Identity

- **Original** of child's Birth Certificate (office takes a copy)
- **Original** Passport (office takes a copy)

Healthcare

- Australian Immunisation Certificate from Medicare website (if your child's immunisation was done overseas, an Australian GP can input the information into the Medicare system).
- Health Care Plan if needed for asthma, allergies, epilepsy or other health issues.

Proof of Citizenship

- Australian Citizens – **original** of Australian Birth Certificate or Passport (office takes a copy)
- Permanent Residents – **original** of parent and child's Passport (office takes a copy)
 - parent and child's current Visa
- Temporary Residents - **original** of parent and child's Passport (office takes a copy)
 - parent and child's current Visa
 - completed Authority to Enrol form

Other documents

- Any Family Law or Court Orders
- Completed and signed Permission to Publish note
- Completed Special Religious Education note
- Risk Assessment Notices if required

If you have any further questions please call the school office on 9624-3144 or email us at vardysroad-p.school@det.nsw.edu.au