



## FRANKSTON HEIGHTS PRIMARY SCHOOL Enrolment Requirements

The following documents are required to complete your child's enrolment at Frankston Heights Primary School:

- Completed **Enrolment Form** signed by parent/guardian.
- Your child's **Original Birth Certificate** or **Passport**. If you do not have your child's original Birth Certificate, you are requested to contact Births, Deaths and Marriages on 1300 369 367 in order to obtain one. A photocopy of the Birth Certificate or Passport will be retained by the school.
- Completed **Immunisation Certificate** from the Australian Childhood Immunisation Register. If you do not have a copy of this document, you are requested to contact the Australian Childhood Immunisation Register on 1800 653 809 in order to obtain one. Alternatively, Immunisation Certificates can be obtained through a My Gov account. A photocopy of the Immunisation Certificate will be retained by the school.

Current families with siblings will have first priority for enrolment. Enrolments will then be confirmed for families in the school zone, with families residing outside the zone offered a place upon availability. Once your enrolment forms and supporting documentation have been confirmed and accepted, the office staff will provide you a 'Confirmation of Enrolment Letter'.

We are unable to accept student Enrolment Forms without copies of your child's Birth Certificate or Passport and Immunisation Certificate.

Regards,

Krystal Davidson

Office & Enrolments Manager