

Inglewood Primary School

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Inglewood Primary School is a local intake school and under the enrolment policy guidelines children whose place of residence is within the local area are guaranteed enrolment for compulsory school age students (Pre-primary to Year 6).

Enrolment in a public school is a two step process.

Step 1

Parents first lodge an an Application for Enrolment with the school (this can be downloaded from the links of the enrolment page).. The following **original documentation** is required to be provided at time of lodging the application:

- **Two (2)** original items of proof of residence from the following. **One** of which must be:
 - Proof of ownership of property (ie. water or council rates)
 - If you are renting we require a lease agreement valid for **6** months into the school year.

and the **second** item can be any of these:

- A current Utilities account (Alinta, Synergy or connection notice)
- Child's birth certificate or passport with visa details
- Current ACIR immunisation Certificate - available
 - through [Medicare Online Services](#)
 - by [requesting a statement](#) to be sent in the mail
 - at your local [DHS Service Centre](#)
 - by calling the Immunisation Register on 1800 653 809
- Family Court Orders or Parenting plans registered with the Family Court
- Medical Information - any special medical care plans (ie. asthma, anaphylactic)

Step 2

When all the relevant information has been collected it is submitted to the school for the Principal to approve enrolment. The school will notify you of the outcome of your application within two days of lodgement if it is for compulsory school aged students. If successful you will be invited to come back to the school to complete Part B of the Enrolment Pack. All relevant information regarding uniforms, class etc will be provided at this time.

Please use the following documents found on the Enrolment web page to complete your application.

- Part A Inglewood PS Enrolment Pack
- Inglewood PS Boundary Map
- When Can My Child Start School?

For further information please contact the school office on 9370 2900