



## Checklist of Paperwork Required for Enrolment and Resourcing

WHAT <u>MUST</u> BE PROVIDED	DETAILS	WHO/WHAT e.g.	INC ✓
<b>DOCUMENTS TO BE PROVIDED TO THE SCHOOL</b>			
<b>Letter of REGISTRATION</b>	You may be registered with one or more agencies	Department of Communities WA	
<b>Paediatricians Report:</b> confidential Medical Assessment/Review which must contain:	A scored Griffiths or Bayley Scales of Infant Development with listed diagnosis. <ul style="list-style-type: none"> <li>Assessment must be conducted <b>within 12 months</b> of enrolment.</li> </ul>	Paediatrician	
<b>Medical Reports</b>	Documents/reports required	GP Dietician Paediatrician Neurologist Genetics Testing Report Ambulatory Report	
<b>ASD Report</b>	Documents/reports required <b>Must be signed by a Paediatrician.</b>	Autism Spectrum Disorder (ASD) Assessment Report	
<b>Immunisation</b>	<b>PLEASE NOTE:</b> Children <b>cannot</b> be enrolled in Kindergarten and pre-Kindergarten programs unless proof of immunisation is provided.  These statements must have a status of 'up to date'.  Please see attached form regarding immunisations for more information.	an Australian Immunisation Register (AIR) Immunisation History Statement ( <i>no more than two months old</i> ) <b>or</b> an AIR Immunisation History Form ( <i>no more than six months old</i> ) <b>or</b> a valid immunisation certificate issued or declared by the Chief Health Officer.	
<b>Therapy</b>	Documents/reports including mealtime management plans, family service plans or documents.  Therapy Service Plans or Agreements	Occupational Therapists Physiotherapist Speech Therapist Dietician Psychologist Vision Hearing etc.	
<b>Enrolment Information</b>	Additional reports/information required	Birth Certificate Medicare Card Passport/Visa documents Proof of Residential Address Family Law/Court Order Docs/AVO ( <i>if applicable</i> ) Child Protection & Family Services documents ( <i>if applicable</i> ) Previous School reports	
<b>DOCUMENTS TO BE COMPLETED AND RETURNED TO THE SCHOOL</b>			
<b>Student Enrolment Forms</b>	Attached forms to be completed	WA Public School Enrolment Form Request for approval to enrol Media/Facebook Consent Therapist/Specialist Contact details	
<b>School Medical Forms</b>	Attached forms to be completed	Form 1 (Student Health Care Summary) Form 4 (Anaphylaxis) <i>if applicable</i> Form 7 (seizure) <i>if applicable</i> Form 8 (Asthma) <i>if applicable</i>	

**Please Note:** This Check list can be taken with you to your appointments with the Paediatrician or other Medical Specialists. If you have any questions please contact the school Enrolment Officer: [Dallas.Bird@education.wa.edu.au](mailto:Dallas.Bird@education.wa.edu.au)

Carson Street School is an independent public school.