



**Principal:**

Terry Davidson

## Checklist for Parents Prior to Student Enrolment Interview

**Deputy Principals:**

Shane Curley  
Michelle Hanlon  
Emma King

**Forms to be read, completed and handed back to school office:**

- Application for Student Enrolment
- School Charges and Voluntary Contributions
- ICT Procedure and Internet Use Agreement
- Parent/Guardian Consent form for *Voluntary Student Participation in Program of Chaplaincy Services*
- State School Media Consent Form
- Enrolment Agreement

**Head of Special**

**Education:**  
Lyn Ellis

**Other items to be given to school office or emailed to [info@woreess.eq.edu.au](mailto:info@woreess.eq.edu.au)**

- Student's Birth Certificate
- 2 documents proving proof of residence (e.g. Rates notice or Lease agreement **plus** electricity account or telephone account.
- Last Report Card received from previous school
- If Student is not born in Australia – birth certificates (parent & student), passports (parent & student), & relevant visa paperwork.
- Custody Orders – if applicable

**Business Services**  
**Manager:**  
Anita Ince

**All forms and documents listed above are to be returned to the school office prior to an interview time being scheduled.**

**Please endeavour to be punctual. If you are unable to keep this appointment please contact the Office on 4054 9111.**

**Interview with:** \_\_\_\_\_ **Enrolment Officer** \_\_\_\_\_

**Day:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Time:** \_\_\_\_\_

Please come to the Administration office at Woree State School  
**Parent/Carer & student must attend**