



ASPIRE - LEARN - ACHIEVE

EXPRESSION OF INTEREST FOR ENROLMENT P-12

Welcome! Before an enrolment is considered, all applicants must complete paperwork and provide documents:

Paperwork required for ALL applications	Documents required for ALL applications
<input type="checkbox"/> Expression of Interest for Enrolment P-12 form <input type="checkbox"/> Application for Student Enrolment form <input type="checkbox"/> Additional Information About Student Needs <input type="checkbox"/> Enrolment Agreement <input type="checkbox"/> State School Consent Form for Student Media Consent <input type="checkbox"/> Acceptable Use of Information Technology and Virtual Reality Equipment and Systems Agreement <input type="checkbox"/> Anti-bullying Compact <input type="checkbox"/> Online Services Consent Form: P-3, 4-6 or Secondary <input type="checkbox"/> Student Resource Scheme (SRS)	<input type="checkbox"/> Original Birth Certificate (or copy) <input type="checkbox"/> Student Report Cards <input type="checkbox"/> Current Proof of Residency (see reverse for details) <input type="checkbox"/> Current details of any medical conditions – symptoms, management, medications <input type="checkbox"/> Current details of any disabilities with supporting evidence/reports- e.g. paediatrician, OT, speech therapist
Documents that may be required for SOME applications	
<input type="checkbox"/> Statutory Declaration (if boarding away from home) <input type="checkbox"/> NAPLAN Reports <input type="checkbox"/> Applicant Statement	<input type="checkbox"/> Special Entry Statement <input type="checkbox"/> Current Family Court/Legal Custody Orders <input type="checkbox"/> Copy of <i>Transfer Note</i> from Previous School (requested by BPC with parent/carer consent)

Completion and submission of the paperwork does not confirm enrolment. Enrolment decisions are made by the College Principal and the College Enrolment Officer will notify you for the outcome of your application as soon as practicable. If successful, an enrolment interview will be made for you to attend **with your child/student**.

Details of Prospective Student

STUDENT NAME: (as stated on Birth Certificate)			Year Level:
Date of Birth:		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Student Residential Address:			
School Most Recently Attended:		<input type="checkbox"/> Still attending	<input type="checkbox"/> Left – Date:
Has the student been enrolled at BPC previously?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are there siblings who may require enrolment?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please provide names and dates of birth of siblings, if applicable:			

Tick the category of enrolment requested: (please see overleaf for details)		
CATEGORY 1 IN-CATCHMENT <i>General Entry</i>	CATEGORY 2 OUT-OF-CATCHMENT <i>General Entry</i>	CATEGORY 3 OUT-OF-CATCHMENT <i>Special Entry</i>
Must provide proof of residency: <input type="checkbox"/> One primary source <input type="checkbox"/> One secondary source (see reverse for details)	<input type="checkbox"/> Applicant Statement Mode of transport: <input type="checkbox"/> Private car Registration number: <input type="checkbox"/> School Bus Route number:	<input type="checkbox"/> Other sibling enrolled at College <input type="checkbox"/> Parent/carer currently employed at BPC. Name: _____ <input type="checkbox"/> Student with disability <input type="checkbox"/> Department of Child Safety

ENROLMENT CATEGORY DEFINITIONS AND REQUIREMENTS

CATEGORY 1: IN-CATCHMENT ENROLMENT - *General Entry* (must provide **proof of residency**)

Parents/carers wishing to enrol their child must demonstrate that the student's principal place of residence is within the Bentley Park College Catchment area.

Current proof of residency at the address indicated can be provided by way of **one of each** of the following:

One primary source:	One secondary source:
<ul style="list-style-type: none"> a current lease agreement; rental bond lodgement receipt; drivers' licence; or unconditional sale agreement. 	<ul style="list-style-type: none"> utility bill (electricity, gas, phone etc); or rates notice (showing same address and parent/carer name).

Boarding students living away from home – parents/carers must provide:

- a statutory declaration advising guardianship of student with name and residential address of person who will be responsible for the student's care, and
- a copy of proof of residency, as listed above, for the carer.

CATEGORY 2: OUT-OF-CATCHMENT ENROLMENT - *General Entry* (must provide **Applicant Statement**)

Students seeking general entry to the College **must** provide an **Applicant Statement** detailing reasons for your application (maximum 200 words) and attach it to this *Expression of Interest for Enrolment form*.

This statement could include information relating to any long-standing family connections to the College, what the applicant could contribute to the College (for example, school or community spirit/involvement, leadership, academic, sporting) or other personal reasons.

CATEGORY 3: OUT-OF-CATCHMENT ENROLMENT - *Special Entry*

Applicant requesting special entry based on:

- sibling/s currently enrolled;
- parent/carer currently employed at Bentley Park College;
- student with disability; or
- Department of Child Safety considerations (if the student is in the care of the State, provide details to College of the arrangement and/or order regarding the student's care).

Your Enrolment Interview

If the Enrolment Application is approved, the student and parent/carer must attend an interview. The Enrolment Officer will contact you to make an appointment time. Please allow an hour.

You are required to arrive 15 minutes prior to the appointment time to complete additional paperwork, if required. Lateness will require the rescheduling of your appointment.

Additional requirements to bring to Enrolment Interview:

- \$75 deposit for Student Resource Scheme (SRS) if choosing to participate - cash, EFTPOS/credit card, chq.
- If student is not born in Australia, birth certificates (parent/carer and student), passports (parent/carer and student) and relevant visa paperwork is required.

OFFICE USE ONLY: Date received Date phoned

Successful

Unsuccessful – reason.....

