



INDEPENDENT PUBLIC SCHOOL STUDENT ENROLMENT INFORMATION SHEET

1. Please complete the Student Enrolment Form and return it to the school for confirmation of this student's enrolment. *Family details should include details of parents, guardians or carers residing at the same address as the student being enrolled.* Any details relating to parents not residing with the student may be included in the Parent/Guardian/Carer details section of this form.
2. Academic Excellence is a priority in teaching and learning at Ballajura Community College. Learning programs directly focus on the successful attainment of a WACE (WA Certificate of Education) at the completion of Year 12.

A minimum standard of achievement is required by all students to progress to the next year level. If any student is at risk of not reaching these minimum standards, there will be a formal meeting organised by the College teachers where parents and students meet to discuss a future pathway. This may mean selecting an easier course, considering post school options or repeating the year.

- Years 10 and 11 - The minimum requirement is at least a C grade in English and in 3 other courses.
- Year 12 – To study at Year 12 level a student is required to have achieved a C Grade in English* and a C Grade in a minimum of 3 other courses.

Students may be required to repeat a year level in order to achieve the minimum standard for the following year. *English course changes may be negotiated to meet requirements.

3. **When you enrol your child at this school, please ensure that you have supplied the following:**

- **The most recent school report** ☐
- **The most recent NAPLAN report** ☐
- **Year 10 - The most recent OLNA results in Reading, Writing and Numeracy** ☐
(In Years 10, 11 & 12 – enrolment may not be confirmed until the end of year report is available and OLNA results have been supplied)
- **Birth Certificate** ☐
- **Identity documents (if applicable)** ☐
- **Immunisation Certificate (dated within the last 6 months)** ☐
(If you do not have a copy of your child's immunisation history, you can download a copy by logging in to your MyGov account)
- **Court Order (if applicable)** ☐
- **Proof of address (3 pieces of evidence required)** ☐

4. If your child is not born in Australia, you must provide:

- Evidence of the date of entry into Australia; ☐
- Passport or travel documents; and ☐
- Current Visa and previous Visas (if applicable). ☐

In addition, if your child is a temporary Visa holder you must provide extra documentation (contact the school).

INFORMATION TO BE PROVIDED

Please complete all fields as required on the A3 Enrolment Form.

This information is required by the Western Australian Department of Education to meet legal obligations.

It is compulsory to advise the College of change of details in relation to student's name, usual place of residence and/or name and usual place of residence of Parent/Guardian/Carer.

SECURITY AND CONFIDENTIALITY

The information provided in Enrolment Forms is stored securely in local school and Departmental databases. The management of these databases is governed by State and Departmental policies to ensure security, privacy and confidentiality.