



How to enrol at Highvale Primary School

Enrolment forms are available from the school office or to download from the school website. Please submit completed and signed enrolment form/s along with required documents to the school office.

To enrol your child in a Victorian School you are required to provide:

- Evidence of your child's date of birth (birth certificate or passport).
- VISA details if applicable.
- Your contact details, including home address, work phone number, home phone number, mobile number, email address and those of any other parent, guardian and/or carer.

PARENT A on your forms should be the primary carer and the person you would prefer us to contact during the day, when required.

The 'PRIMARY' Family is: "the family or parent the student mostly lives with". Additional and Alternative family forms are available from the school if this is required. These additional forms are designed to cater for varying family circumstances.

- Names and contact details of emergency contacts.
- Doctor's name and phone number.
- Immunisation Status Certificate (If vaccinations were given overseas, this certificate may be obtained from the Monash City Council upon presentation of proof by you that your child has received the vaccinations recommended to enter a Victorian school).
- Information about the language/s your child speaks and hears at home.
- Health and welfare information (for example, does your child have asthma, diabetes, allergies, poor eyesight or hearing, specific custody arrangements?).

If your child is transferring from another school, please include:

- Name of current school and your child's year level.
- Recent school report/s.

School Tours

School Tours are offered on Wednesday mornings at 9.30am with the principal Mr Steve Richardson. Bookings are essential. Please call the office on 9887 8000 to book a tour.