

## Appendix 1



# CADDIES CREEK PUBLIC SCHOOL

Principal: Paul Taylor

Currawong Street  
Glenwood NSW 2768  
Ph: 8814 5916

**Student's Name:** \_\_\_\_\_

To process your enrolment application we require documentation to verify your residential address, as per the Application to Enrol in a NSW Government School page 15 "Proof of student's residential address". The enrolment of a child who is not entitled to be enrolled at the school may be terminated if the child was enrolled as a result of false information or a false document provided.

<b>100 POINTS ENROLMENT CHECKLIST</b> <b>Documents to show the full name of the child's parents</b> <b>(original documentation required)</b>		
ORIGINAL DOCUMENTS	POINTS VALUE	POINTS SCORED
<u><b>One document only from this group:</b></u> <ul style="list-style-type: none"> <li>Council rates notice</li> <li>Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt</li> <li>Exchanged contract of sale with settlement to occur within the applicable school year</li> </ul>	<b>40</b>	<input style="width: 50px; height: 40px;" type="checkbox"/>
<u><b>Any of the following:</b></u> <ul style="list-style-type: none"> <li>Private rental agreement for a period of a least 6 months</li> <li>Centrelink payment statement showing home address</li> <li>Electoral roll statement</li> </ul>	<b>20 each</b>	<input style="width: 50px; height: 40px;" type="checkbox"/>
<u><b>Any of the following:</b></u> <ul style="list-style-type: none"> <li>Electricity or gas bill showing the service address (up to 3 months old)</li> <li>Water bill showing the service address (up to 3 months old)</li> <li>Telephone or internet bill showing the service address (up to 3 months old)</li> <li>Drivers licence or government issued ID showing home address</li> <li>Home building or home contents insurance showing the service address</li> <li>Motor vehicle registration or compulsory third party insurance policy showing home address</li> <li>Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation</li> </ul>	<b>15 each</b>	<input style="width: 50px; height: 40px;" type="checkbox"/>

<b>ENROLMENT CHECKLIST (original documentation required)</b>
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<ul style="list-style-type: none"> <li>• Student's Birth Certificate</li> <li>• If student born overseas: Birth Certificate, Passport, Visa, Citizenship Certificate</li> </ul>	<input style="width: 50px; height: 20px;" type="checkbox"/>
<ul style="list-style-type: none"> <li>• If parents born overseas: Passport and Citizenship document</li> </ul>	<input style="width: 50px; height: 20px;" type="checkbox"/>
<ul style="list-style-type: none"> <li>• If parents are Temporary Residents: Visa documents</li> <li>• An Authority to Enrol may be required</li> </ul>	<input style="width: 50px; height: 20px;" type="checkbox"/>
<ul style="list-style-type: none"> <li>• Immunisation Record</li> </ul>	<input style="width: 50px; height: 20px;" type="checkbox"/>
<ul style="list-style-type: none"> <li>• Court Orders / AVO (if applicable)</li> </ul>	<input style="width: 50px; height: 20px;" type="checkbox"/>

### CONSENT

I, the undersigned, do hereby consent to Caddies Creek Public School seeking information from my Real Estate Agent in support of my enrolment application

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

### PLEASE NOTE:

- All documents must be in the name of the enrolling parent / carer and show current residential address. PO Box is not accepted.
- Original documents are to be presented.
- Personal references are not considered.
- Enrolment may be delayed to confirm ownership through a "Land Title" or "Deed" search.

The Application to Enrol in a NSW Government School requires the applicant to declare the information provided is correct. **It also makes it clear the provision of false information can result in the enrolment being reversed.** Any decision to reverse an enrolment needs to take into account the special circumstances of the matter. Any decision to reverse an enrolment in these circumstances should only be made with the approval of the relevant Executive Director.

**If a person provides materially false or misleading information to a school when making an application for enrolment, this is an offence which has a penalty of up to two years imprisonment, \$22,000 fine or both – Section 307B of the Crimes Act 1900. If a person provides a statutory declaration he or she knows to be false, for the purpose of gaining entry to a school, he or she commits an offence which has a maximum penalty of seven years imprisonment – Section 25a of the Oaths Act 1900.**