



GLENWOOD HIGH SCHOOL ENROLMENT POLICY 100 Points Residential Proof Checklist

Guidelines:

- All documents **MUST** be in the name of the enrolling parent/legal guardian.
- All documents must be current (dated within last 3 months).
- Original documents are to be sighted.

Please be aware we do not accept shared accommodation arrangements, subletting or boarding.

Document showing the full name of the child's parent/legal guardian	Point Value	Points Received (Office Only)
<p>Only ONE of (no additional points for additional documents)</p> <ul style="list-style-type: none"> • Council rates notice • Exchanged contract of sale with settlement to occur within the applicable school year. • Lease Agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt. • (Please sign Privacy Release from on Page 2) • If exercising the continuation option on the original lease agreement, we require a letter from the registered real estate agent confirming the continuation of the property lease agreement in your name, length of time of residing at the address and confirmation that you will be residing at the address for at least a further 6 months. You must also provide a current rental payment statement from the registered real estate agent. 	40 Points	_____
<p>Any of the following:</p> <ul style="list-style-type: none"> • Centrelink payment statement showing home address • Electoral roll statement 	20 Points	_____
<p>Any of the following documents:</p> <ul style="list-style-type: none"> • Electricity or Gas bill showing the service address. • Telephone or Internet bill showing the service address. • Water rates notice • Drivers Licence or government ID showing home address • Home building and contents insurance showing the service address • Motor vehicle registration or compulsory third-party insurance policy showing home address. • Statutory declaration witnessed by Justice of the Peace. Please state the names of all occupants including the child/children, residential address, reason, how long you have resided at the property, and that you will continue to reside there for a further 6 months. Please provide any supporting information or documentation. • Medicare Statement showing address and parent/guardian name. 	15 Points	_____

Please Note:

In addition to the **Enrolment Application and 100 Point Proof of Residence**, we also require:

1. Your child's birth certificate and/or citizenship certificate with passport including visa documentation if applicable.	
2. If parents born overseas: Passport, Citizenship certificate, Visa.	
3. Current Immunisation Certificate from Australian Immunisation Register (AIR) for your child. Parents can request a copy using your Medicare online account through myGOV, Medicare Express Plus App, or by calling AIR General Enquiries 1800 653 809.	
4. Courts orders - If Applicable	
5. Uniform Policy –signed by parent/carer and student	
6. Positive Behaviour for Learning Policy – signed by parent/carer and student	
7. Statement of Principles – signed by parent/carer and student.	
8. SRE – Special Religious Education Letter – signed by parent/carer.	
9. Student ID Card Agreement- signed by parent/carer and student.	

GLENWOOD HIGH SCHOOL CONSENT

I, the undersigned, do hereby consent to Glenwood High School seeking information from my Real Estate Agent in support of my Enrolment application.

Name of Parent/Carer as showing on Lease

Signature

Date

FALSE OR MISLEADING ENROLMENT INFORMATION **OR PRACTICES**

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 specific circumstances of the matter. This includes determining if the student was an "out of area enrolment" and whether acceptance of the enrolment application has resulted in the student gaining entry at the expense of other prospective students who may be on a waiting list.

If a person knowingly provides materially false or misleading information to a school when making an application for enrolment, this may be an offence which has a penalty of up to 2 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 7 years imprisonment (Section 25A of the Oaths Act 1900).