

ENROLMENT INFORMATION FOR PARENTS



All children from Pre-primary to Year 12 are guaranteed places at their local public school.

You can apply to enrol your child in a public school which is not your local public school, however they are not guaranteed a place at that school.

If your child is a temporary resident, make sure you read the information below under [Enrol your child if they are not an Australian citizen](#).

FOLLOW THESE EASY STEPS TO ENROL YOUR CHILDREN:

Step 1

Contact your [local public school](#) for an application for enrolment form. The school can help you with your application.

Step 2

Submit your application for enrolment at your local school as soon as possible along with copies of:

- your child's birth certificate (telephone the Registry of Births, Deaths and Marriages on 1300 305 021 if you do not have one)
- proof of your current address (eg recent accounts for electricity, water and gas, rates notice, lease agreements).
- copies of Family Court orders for confirmation of proof of name or custody arrangements.

Step 3

You will receive a letter from your local school either offering a place (as per the [Regulations](#)) or indicating that no place is available.

Step 4

If you have an offer of a place and want to accept it, complete the relevant Enrolment Forms provided within the requested timeframe.

APPLYING FOR KINDERGARTEN



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Western Australia now has immunisation laws that will help to better protect our children and the wider community from vaccine-preventable diseases.

Once you have been offered a place for your child in Kindergarten you will need to provide your child's current Australian Immunisation Register (AIR) Immunisation History Statement, which shows your child is 'up-to-date' with all the scheduled immunisations (according to the National Immunisation Program) for their age. This Statement must be no more than two months old.

If you would like to know more about the immunisation requirements, obtaining an AIR Immunisation History Statement or how to access immunisation services go to [HealthyWA](#).

In most cases, your child will be offered a place at your [local public school](#) or a [Community Kindergarten](#) linked to your local school. However, if the number of Kindergarten applications exceeds the number of places available, you may be referred to a nearby Kindergarten which has places available. Every effort is made to accommodate your child in a school as close as possible to your home.

ENROLMENT QUESTIONS ANSWERED

HOW ARE PUBLIC SCHOOL ENROLMENTS PRIORITISED?

Western Australia has a long and proud tradition of public schools providing high quality education in every community. We open our doors to all children – whatever their ability, wherever they live and whatever their background.

To accommodate all children in our schools, the [School Education Regulations 2000](#) specify how schools must prioritise enrolments. Principals assess applications for enrolment for the following year after the enrolment closing date (the first Friday of Term 3 each year).

Most schools have boundaries which set what is called a local-intake area.

Schools are not in a position to deviate from these legislative requirements, by which all public schools must abide.

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Kindergarten (pre-compulsory schooling)

If the number of children applying to enrol at a Kindergarten with a local-intake area exceeds the number of available places, enrolments are prioritised in this order:

1. A child who lives in the local-intake area of the school, who has a sibling enrolled at the school for that year and who lives closest¹ to the school.
2. A child who lives in the local-intake area of the school, who does not have a sibling enrolled at the school for that year and who lives closest¹ to the school.
3. A child who does not live in the local-intake area of the school, who has a sibling enrolled at the school for that year and who lives closest¹ to the school.
4. A child who does not live in the local-intake area of the school, who does not have a sibling enrolled at the school for that year and who lives closest¹ to the school.

If the number of applications exceeds the number of available places at a Kindergarten or the Kindergarten's local school is not a local-intake school, priority for enrolment is given to children who live closest¹ to the school.

Pre-primary to Year 12 (compulsory years of school)

Under the terms of the Regulations, each school must accommodate all children from the local-intake area who are of compulsory school age (Pre-primary to Year 12).

Once a school has confirmed the number of local-intake enrolments and the school has spare capacity and appropriate programs, applications from children outside the local-intake area can be assessed after the enrolment closing date (the first Friday of Term 3 each year).

If you have submitted an application for your children to attend a school that is not their local school, you will be informed of the outcome after the enrolment closing date (the first Friday of Term 3 each year).

The priority for enrolling children outside the local-intake area is in this order:

1. A child who is accepted into a special program² including Approved Specialist Programs (secondary schools).
2. A child who has a sibling enrolled at the school for the year; this does not include a sibling who has gained enrolment through special programs² including Approved Specialist Programs (secondary schools).
3. A child who lives closest¹ to the school (not closest to the boundary of a local-intake area). Some schools do not have local-intake areas. In each of these schools, if the number of enrolment applications exceeds the number of places available at a school, priority is given to those children who live closest¹ to the school.

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WHAT ARE LOCAL SCHOOLS?

Many schools have what is termed 'a local-intake area'. This is a boundary set around a school that may have more applications for enrolment than it can accommodate.

If your school has a local-intake area and your usual place of residence is within that area, your children are automatically accepted into that school – this is your guaranteed place. You are encouraged to enrol as soon as you can so the school can plan for your child.

Some schools do not have local-intake areas. In each of these schools, if the number of enrolment applications exceeds the number of places available at a school, priority is given to those children who live closest to the school.

To find out if you live within the local-intake area of a particular school on this list either visit [Schools Online](#), contact the school directly or contact your [Education Regional Office](#).

HOW DO I FIND OUR LOCAL PUBLIC SCHOOL?

To find your local school visit the [Schools Online](#) website.

DOES MY CHILDREN'S LOCAL PRIMARY SCHOOL AUTOMATICALLY GUARANTEE THEM A PLACE AT THE LOCAL SECONDARY SCHOOL?

No primary school guarantees places at any secondary school.

The only guaranteed place in a primary school is if you live in the local-intake area of that school; and the only guaranteed place in a secondary school is if you live in the local-intake area of that school.

CAN I APPLY TO ENROL MY CHILDREN IN MORE THAN ONE SCHOOL?

As a parent, you can apply to enrol your children in any public school of your choice.

However children already enrolled at another school, including another Kindergarten or Community Kindergarten or receiving home education, cannot be accepted.

We ask that you apply to one school and await the outcome before applying to another school.

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WHAT ABOUT NON-GOVERNMENT SCHOOLS?

Non-government school education in Western Australia falls into two categories, Catholic schools and Independent schools.

Enquiries about Catholic schools should be directed to the school itself or the [Catholic Education Office of WA](#). If you have any enquiries about Independent schools please contact the Independent non-government school itself or [AISWA](#).

¹ The distance from a student's residence to the school is measured in a straight line on a horizontal plane. This method of measuring distance is determined by the Interpretation Act 1984 (Sections 3 and 65).

² Specialist programs are education programs approved by the Director General. They do not include school-based programs.

More information can be found on the [Department of Education Website](#)