

# Frequently Asked Questions

## 1. How do I submit my application for application?

Completed application for enrolment forms together with supporting documents and originals can be submitted to Woodvale Secondary College Front Office from 8:30am to 3:30pm, Monday to Friday.

**NB:** Documents in a foreign language will need to be provided with a translation.

**PLEASE NOTE:** The College is unable to accept emailed enrolment applications, nor are we able to provide photocopying of documents.

## 2. My child attends a local primary school, do I still need to complete an application?

Yes, you will still need to complete an application for enrolment form and hand it into the College Front Office with your supporting documents. You will not automatically enrol at the College through your primary school.

We appreciate you filling this in before Friday 28 July to assist the College with timetabling and staffing.

## 3. Do you accept out of area applications?

Yes, in 2023 we had the capacity to accept 30 out of area non-specialist applications. You will need to fill in the application for enrolment form and supply the supporting documents to the College. The Principal will review the applications in late Term 3.

## 4. How do I provide proof of address if I don't have a rental agreement (e.g. I live with a family member or friend)?

For both local intake area and out of local intake area applications, please provide as much supporting documentation as possible with your application. This application will be reviewed by the Principal. An outcome will be decided close to the student start date, i.e. 2024 applications where no rental or rates notice has been provided, will be reviewed in early to mid-Term 4, 2023.

**Examples of supporting documents are:**

- Utility bills with your name on them – you can phone the supplier to add your name to the bill,
- Driver's licence with current address, and
- Any bills, bank statements or correspondence with your name and current address on them.

## 5. How do I obtain an AIR immunisation history statement?

The immunisation status for all students enrolling at a public school must now be recorded as per the Australian Immunisation Register (AIR) immunisation history statement (no more than two months old) as proof of immunisation.

You can obtain a copy of the statement by:

- Logging into Medicare online via MyGov (my.gov.au) OR
- Using the Medicate Express Plus app OR
- Visiting a Medicare or Centrelink office, OR
- Calling the AIR General Enquiries Line on 1800 653 809 to request an AIR statement to be posted to you.

For families who have moved to Australia from overseas, please make sure your child's vaccinations are recorded on the Australian Immunisation Register (AIR). More information can be found at:

[https://healthywa.wa.gov.au/Articles/A\\_E/Children-moving-from-overseas](https://healthywa.wa.gov.au/Articles/A_E/Children-moving-from-overseas)

## 6. Do I need to submit information for my child's diagnosed or undiagnosed disability?

Yes, please submit all relevant paperwork and information regarding your child's disability with the application for enrolment form. This will assist the College in providing support, and at times, funding to your child. If your child is currently being assessed, please include this information on the form so we can best support your child through this process. Disabilities include, but are not limited to; ASD, ADHD, Anxiety Disorder, Specific Language Disorders (dyslexia, dysgraphia, dyscalculia), hearing, vision and physical. Other information regarding speech delays, occupational therapy and psychological services are useful for planning a successful secondary transition for your child.

