



Dear Parent or Carer,

By taking an enrolment form for Bellevue Park State School, you are planning to become a part of the Bellevue Park State School community.

Bellevue Park State School proudly joined the ranks of Independent Public Schools in 2015. While this has mainly managerial implications, the status has increased our determination to be innovative, perform at a high level and to provide a service characterised by quality.

Bellevue Park State School is an enrolment managed school. This means that our acceptance of enrolment is based on our catchment area.

Our enrolment process for both in-catchment and out-of-catchment enrolments has two aspects, the completed enrolment form with relevant documents and permissions and an interview. The interview provides the opportunity for the applicant to have the school's enrolment agreement explained. The school will be in touch to make the appointment time. Please understand that a student may not be able to commence school on the day an application is received as the interview must be conducted prior to commencement.

Out of catchment enrolments cannot be offered a place unless there is sufficient spare capacity to do so after ensuring capacity is left available for current and future students living in-catchment. Students from outside the catchment area applying for enrolment are placed on a waiting list. These applications for enrolment are assessed in order of receipt.

The following needs to be provided to the school upon enrolment:

- Copy of your child's birth certificate (or alternative document such as passport or visa if birth certificate is not available) if enrolling for the first time in a Queensland state primary school. If not an Australian citizen, provide passport or visa details. Other documents may be requested by the school.
- Proof of residence if in-catchment:
- One primary source – a current lease agreement, rates notice, or unconditional contract of sale, and
- One secondary source – a utility bill (e.g. electricity, gas) showing this same address and parent's/legal guardian's name

In addition to the documents listed above, students living with a relative/other person within catchment must provide the following:

- Properly sworn Statutory Declaration from the student's parent/legal guardian; and
- Properly sworn Statutory Declaration from the person/s the student will be residing with in-catchment.



The Principal may also request additional pieces of proof of residency and interview/s with all parties to discuss the living arrangement.

- Details of any relevant Family Court or other court orders, if applicable;
- If the child is in the care of the State, provide details to school of arrangements and/or order regarding the child's care;
- Copy of a Transfer Note if received from previous school;
- Where relevant, details of any medical conditions, symptoms, management, medications or disabilities the child may have. Medical conditions may include (but are not limited to) seizures/epilepsy, fainting, diabetes, asthma, heart problems, anaphylaxis and allergies (such as food or insect stings).

If you would like further information or would like to discuss your enrolment application, please phone the school to make an appointment.

Yours sincerely,

Robyn Hutchins
Principal