



Enrolment Appointments:

Tuesdays & Wednesdays:

9:30AM - 11:30AM
& 1:00PM - 2:30PM

Thursdays & Fridays:

9:30AM - 11:30AM

Please contact the office on **(03) 8348 7100** to arrange an appointment once all documentation is complete.

(Please note: Paperwork and all supporting documents must be brought with you to your arranged appointment time, we cannot accept paperwork without an appointment)

For any further enquiries, please contact the College:

Ph: 03 8348 7100

E: point.cook.p9.co@education.vic.gov.au

Enrolment Documentation Checklist for Parents and Carers

Schools collect information as part of the enrolment process to support your child when they start school. To verify this information, schools may ask for supporting documentation.

This checklist details what documents parents and carers must provide when enrolling your child in a Victorian government school.

Your child is guaranteed a place at the local school they are zoned for. To find your local school, visit the Find my School website at www.findmyschool.vic.gov.au.

Checklist

1. Name and date of birth

You **must** provide the school with evidence to verify your child's name and date of birth. This is **mandatory** for all students enrolling in a Victorian government school for the first time. Your child's birth certificate is the preferred document to verify their name and date of birth.

Check box	Document
<input type="checkbox"/>	Australian or International Birth Certificate (Preferred)

If your child's birth certificate is not available, you must provide **one** of the following documents to the school.

Check box	Document
<input type="checkbox"/>	Australian or International Passport

2. Address Proof

Schools require evidence to verify your child's permanent residential address to process an enrolment. This is often required when schools need to limit their enrolments to students who live within their school zone and siblings due to capacity constraints. If requested, you **must** provide evidence of your child's address.

Check box	Document
<input type="checkbox"/>	100 Points Proof of Address: https://www.education.vic.gov.au/Documents/parents/going-to-school/100-point-address-checklist.pdf

3. Residency status

If your child is an Australian citizen and they were born overseas, you **must** provide **one** of the documents listed below. You are not required to provide evidence of your child's Australian citizenship if they were born in Australia and are an Australian citizen.

Check box	Document
<input type="checkbox"/>	Student's Australian citizenship certificate
<input type="checkbox"/>	Student's Australian passport

If your child is an Australian permanent resident and holds a permanent residency visa, you **must** provide the school with a copy of **one** document combination listed below. This includes children who are New Zealand citizens.

Children who are born in Australia and have an Australian birth certificate are not automatically Australian citizens and may fall into this category.

Check box	Document
<input type="checkbox"/>	Student's New Zealand passport, or Student's New Zealand citizenship certificate
<input type="checkbox"/>	Student's New Zealand birth certificate, and <ul style="list-style-type: none"> • One parent's New Zealand birth certificate (prior to 2006), or • One parent's New Zealand passport, or • One parent's Cook Island, Tokelau and Niue birth certificate.
<input type="checkbox"/>	Student's permanent residency visa, and Student's passport

If your child is a temporary resident and holds visa documents allowing them to attend school in Victoria, you **must** provide the school with a copy of **both** documents listed below. This also includes students on bridging visas.

Most students on temporary visas will need to pay fees and enrol in the International Student Program. For more information, please refer to www.study.vic.gov.au or contact the Department of Education International Education Division at international@education.vic.gov.au.

Check box	Document
<input type="checkbox"/>	Student's temporary residency visa, and Student's passport

4. Living or care arrangements

If there is an intervention order, parenting order or any other court order impacting you or the child, you **must** provide the school with a copy of **all** court orders. If the child is living in a statutory or informal care arrangement such as foster care, kinship care, permanent care, residential care or lead tenant, you **must** provide **all** care arrangement documents to the school.

Check box	Document
<input type="checkbox"/>	Court orders or other care arrangement documents

If the child is living with you in an informal care arrangement, you **must** complete an Informal Carer's Statutory Declaration.

Check box	Document
<input type="checkbox"/>	Informal Carer's Statutory Declaration, available at: https://content.sdp.education.vic.gov.au/media/informal-carer-statutory-declaration-template-1943

5. Health and medical needs

You **must** provide a copy of your child's Immunisation History Statement.

Check box	Document
<input type="checkbox"/>	Immunisation History Statement (available online through your myGov account, by calling the AIR enquiries line , or by asking your doctor to print a copy)

If your child has health or medical related needs, you **must** provide copies of the documents listed below if relevant.

Check box	Document
<input type="checkbox"/>	Asthma Action Plan (available at: www.asthma.org.au/treatment-diagnosis/asthma-action-plan/)
<input type="checkbox"/>	Anaphylaxis Action Plan (available at: www.allergy.org.au/hp/anaphylaxis/ascia-action-plan-for-anaphylaxis)
<input type="checkbox"/>	Allergy Action Plan – only required for students with a green plan (available at: www.allergy.org.au/hp/anaphylaxis/ascia-action-plan-for-allergic-reactions)
<input type="checkbox"/>	Diabetes Action and Management Plan (available at: www.diabetesvic.org.au/support-services/diabetes-in-youth/diabetes-action-and-management-plans/)
<input type="checkbox"/>	Epilepsy Management Plan (available at: www.epilepsyfoundation.org.au/understanding-epilepsy/epilepsy-and-seizure-management-tools/epilepsy-plans/)
<input type="checkbox"/>	Emergency Medication Management Plan for Epilepsy (available at: www.epilepsyfoundation.org.au/understanding-epilepsy/epilepsy-and-seizure-management-tools/epilepsy-plans/)
<input type="checkbox"/>	Medical Advice Form (request from the school). If relevant, your child's medical practitioner will need to complete and return this form to the school.
<input type="checkbox"/>	Medication Authority Form (request from the school). If relevant, your child's medical practitioner will need to complete and return this form to the school.

6. Other documents

If your child has a disability or additional learning needs, please provide any relevant information from their medical or allied health practitioners. This information will help the school make reasonable adjustments so that your child can participate in education on the same basis as their peers without a disability.

Residential address check

For the enrolment of students in Victorian government schools

When seeking to enrol your child in a Victorian government school, you may be requested to provide supporting documentation. This documentation will assist schools in verifying your permanent residence.

Key enrolment information

Your child is guaranteed a place at their designated neighbourhood school. You can find your designated neighbourhood school and school zone at Findmyschool.vic.gov.au

You can apply for a place at a school that is not your designated neighbourhood school and should be enrolled if the school has enough space.

Establishing a child's permanent residence

Your child's permanent residence is the address at which they permanently reside at the time of enrolment. If your child resides at multiple addresses, their permanent residence is the address at which they spend the majority of their weekdays.

Documents provided as per the 100-point residential address table should match the details recorded on the school enrolment application, including parent's/carer's name and address.

Why does the school need to verify my address for enrolment?

Some schools in Victoria are facing enrolment pressure. To ensure every child can attend their local school, schools may request proof of address to verify that you live within their school zone.

This helps to keep our education system fair and equitable and ensures that children who live within the school zone are being prioritised for enrolment.



100-point residential address check

You may be asked to provide documents to verify your child's permanent residence. Any combination of the following documents is acceptable, as long as they add up to at least 100 points.

Document showing the full name of the child's parent/carer and address	Points
1. One of the following 1.1 Council rates notice OR 1.2 Lease agreement through a registered real estate agent or rental board bond receipt OR 1.3 Exchanged contract of sale	40
2. Any of the following 2.1 Centrelink payment statement showing home address 2.2 Electoral roll statement	20
2. Any of the following documents 3.1. Electricity or gas bill showing the service address* 3.2. Water bill showing the service address* 3.3. Telephone or internet bill showing the service address* 3.4. Driver's licence or government issued ID showing current home address 3.5. Home building or home contents insurance showing the service address 3.6. Motor vehicle registration or compulsory third-party insurance policy showing home address	15

**up to three months old*

Verification of permanent residence

When assessing your child's enrolment application, schools may make some enquiries to confirm the information provided is correct.

This can include:

- Checking the electoral roll at an Australian Electoral Commission office or the Victorian Electoral Commission head office
- Contacting your real estate agent to confirm lease or contract of sale
- Checking whether there are any regulations/codes limiting the occupancy of rented studio apartments or one-bedroom units.

Your enrolment application may be unsuccessful if the school is not able to verify your address using the documentation provided.

Inability to provide evidence of permanent residence

If you are unable to provide proof of permanent address because of your individual circumstances, you are encouraged to seek advice from your local school or a Community Liaison Officer in the [Regional office](#).

More information

For more information, contact your local school or visit [Starting school](#).

To find out how your information is protected, visit [Schools' privacy policy](#).



Form to Enrol in a Victorian Government School

STUDENT ENROLMENT INFORMATION - 20 ____	OFFICE USE ONLY	CASES21 Student ID: _____
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The information requested in this form is required for enrolment purposes. This information is collected to plan for and support the educational needs of students.

This form should be completed by parents or carers who are responsible for enrolling their child. It is the responsibility of the person completing this form to consult with all other adults that need to be involved in the enrolment process. Parents or carers can co-sign the same form or complete separate forms if personal details are unable to be shared between them.

If required information is not provided or there is a dispute between parents or carers about a child's enrolment, the enrolling principal is required to consider the student's education and wellbeing when deciding whether to defer or accept the enrolment.

Only one enrolment form should be submitted per student. By completing and submitting this enrolment form, you are accepting a place for your child at the specified school (subject to any further checks required by the school).

All schools across Australia are expected to collect the same information. Questions marked with a ❖ are asked as a requirement of the Commonwealth Government to meet data collection, funding and reporting requirements under the Australian Education Regulations 2013.

STUDENT DETAILS

Surname:			
First Given Name:			
Second Given Name: <i>(if applicable)</i>			
Preferred First Name: <i>(if applicable)</i>			
❖ Gender:	Male	Female	Self-described: _____
Date of Birth: <i>(dd-mm-yyyy)</i>	Student Mobile Number: <i>(if applicable)</i>		

Which year are you seeking to enrol this student?													
<input type="checkbox"/> Foundation	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8	<input type="checkbox"/> 9	<input type="checkbox"/> 10	<input type="checkbox"/> 11	<input type="checkbox"/> 12	<input type="checkbox"/> Ungraded

Intended start date:	
<input type="checkbox"/> Day 1, Term 1	<input type="checkbox"/> Other: <i>(dd-mm-yyyy)</i> ____ / ____ / ____

Are you seeking to enrol the student at this school full-time? <input type="checkbox"/> Yes <i>(move to next section)</i> <input type="checkbox"/> No				
If No, how many days a week would the student be attending this school?				
If No, provide reason you are seeking part-time enrolment:				
If No, provide details for other schools:				
Other school name:	Days / week:	Has enrolment been accepted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other school name:	Days / week:	Has enrolment been accepted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Student's Permanent Residence

Your child's permanent residence is the address where they spend the majority of their days during the school week. If they spend an equal amount of time at two addresses, both are considered their permanent address and your child will be entitled to enrol in the designated neighbourhood school for either address.

The school may make enquiries to verify the information provided, such as checking the electoral roll at an Australian Electoral Commission office or the Victorian Electoral Commission head office; checking with a real estate agent; or checking whether there are any regulations/codes limiting the number of people living at one residence, for example if a rental property is a studio or one bedroom unit.

No. & Street Address:	
Suburb:	
State:	Postcode:
How often does this student live at this address?	
<input type="checkbox"/> Always <input type="checkbox"/> Mostly <input type="checkbox"/> Balanced (50%)	
If the student lives at another address during the school week, please provide further details including the address, who they reside with, and how many days a week the student lives there:	

Student Living Arrangements

What are the student's living arrangements?	
<input type="checkbox"/> Student lives with parents/carers together at the same residence	<input type="checkbox"/> Student lives with each parent/carer at different times
<input type="checkbox"/> Student lives with one parent/carer only	<input type="checkbox"/> State Arranged Out of Home Care*
<input type="checkbox"/> Informal care arrangement#	<input type="checkbox"/> Student is independent
<input type="checkbox"/> Homeless Youth	
If the student has a Case Manager, please provide their contact details below:	

* Students who live in court ordered alternative care arrangements away from their parents. These court ordered care arrangements include living with relatives or friends (kinship care), living with non-relative families (foster care or adolescent community placements), and living in residential care units.

If the student is living in an informal care arrangement, please contact the school for a Informal Carer's Statutory Declaration, which must be completed.

Siblings

A sibling is defined broadly and can include step-siblings and students residing together as part of a multiple family cohabitation or out-of-home-care arrangements, including foster care, kinship care and permanent care.

Does the student have any siblings at this school?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (<i>move to next section</i>)
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Name	Current Year Level	Reside at same residential address as the student
1		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes
2		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes
3		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes
4		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Sometimes

Student Demographics

Does the student speak English?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
❖ Does the student speak a language other than English at home?		
<input type="checkbox"/> No, English only		
<input type="checkbox"/> Yes (please specify the main language spoken at home): _____		
❖ Is the student of Aboriginal or Torres Strait Islander origin?		
<input type="checkbox"/> No	<input type="checkbox"/> Yes, Aboriginal	
<input type="checkbox"/> Yes, Torres Strait Islander	<input type="checkbox"/> Yes, Both Aboriginal & Torres Strait Islander	
Is the student a young carer (providing support/care for other family member/s)? *	<input type="checkbox"/> Yes	<input type="checkbox"/> No

* A young carer is a young person under 25 years of age who provides, or intends to provide care, assistance or support to a family member with mental illness, physical illness, disability, chronic illness, or who is aged or has an addiction

Student Residency Status

❖ In which country was the student born?		
<input type="checkbox"/> Australia	<input type="checkbox"/> Other (please specify): _____	
If born overseas, on what date did the student arrive in Australia? (dd-mm-yyyy)	____ / ____ / ____	
What is the student's residency status? *		
<input type="checkbox"/> Australian citizen – holds Australian Passport	<input type="checkbox"/> Permanent Resident (provide visa details below)	
<input type="checkbox"/> Australian citizen – eligible for Australian Passport	<input type="checkbox"/> Temporary Resident (provide visa details below)	
<input type="checkbox"/> New Zealand citizen		
Visa Sub Class:	Visa Expiry Date: (dd-mm-yyyy)	____ / ____ / ____
Visa Statistical Code: (Required for some sub-classes)		

*Note: An Australian birth certificate does not guarantee Australian residency or citizenship. Further information is available at www.passports.gov.au/getting-passport-how-it-works/documents-you-need/citizenship

Does the student hold a Bridging Visa?	<input type="checkbox"/> Yes (provide further detail below)	<input type="checkbox"/> No
If Yes, what was the student's previous visa?		
If Yes, what visa has the student applied for?		

International Student ID*: (Not required for exchange students)
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* Note: If you are unsure of your International Student ID, please contact the International Education Division via phone (03 9084 8497) or via email (international@education.vic.gov.au)

Students with Additional Learning and Support Needs

The Department of Education recognises that adjustments may be required for students with additional needs, including students with disability, so that they can participate at school. School personnel and parents or carers work together to identify the adjustments that may be needed to meet the student's learning and support needs.

Does the student have additional needs and require support for learning?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No (move to the next section)
Please indicate any adjustments that may assist the student to participate at school:	

Has the student had a disability assessment before?	No <input type="checkbox"/> Yes (<i>specify outcome</i>): _____
Has the student received individualised disability funding before?	<input type="checkbox"/> No <input type="checkbox"/> Yes (<i>please specify</i>): _____
Has any previous education provider prepared a documented plan to support the students additional learning needs?	<input type="checkbox"/> No Yes (<i>provide details</i>): _____

Does the student have additional needs in one of the following areas?	Hearing:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (<i>please specify</i>): _____
	Vision:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (<i>please specify</i>): _____
	Speech/Language:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (<i>please specify</i>): _____
	Physical:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (<i>please specify</i>): _____
	Cognitive/Learning:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (<i>please specify</i>): _____
	Social/Emotional:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (<i>please specify</i>): _____

Previous Education – Students Enrolling in Foundation for the First Time

Is the student attending a funded kindergarten program* in the year before Foundation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name of kindergarten or early childhood service: _____		

* Note: A kindergarten program that is funded and approved by the Victorian Government, has a play-based learning program, and is run by a qualified teacher. Funded kindergarten programs can be found at www.education.vic.gov.au/findaservice

Previous Education – Other

Has the student previously been enrolled at another school?	<input type="checkbox"/> Yes, in Victoria – Government School	<input type="checkbox"/> Yes, in Victoria – Catholic or Independent School
	<input type="checkbox"/> Yes, interstate	<input type="checkbox"/> Yes, overseas

If Yes, name of last school attended:	_____
If Yes, location of last school attended: (suburb/town/state/country)	_____
If Yes, date of attendance: (dd-mm-yyyy)	____ / ____ / ____ to ____ / ____ / ____
If Yes, year levels of previous education:	_____

If the student studied overseas, what age did the student first start school?	_____
What was the language of the student's previous education?	_____

Period of interruption to education: (months/years)	_____	Is the student repeating a year level?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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PARENT/CARER DETAILS

Enrolling Adult 1

Surname:		Title:	
First Given Name:			
Gender:	Male	Female	Self-described: _____

No. & Street Address:	
Suburb:	
State:	Postcode:
Preferred language of notices:	
Mobile:	Work Phone:
Home Phone:	Email:

Can we contact Adult 1 during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is Adult 1 usually home during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
SMS Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Email Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Adult 1's preferred method of contact: <i>(Email shall be used for communication that cannot be sent via phone)</i>		
<input type="checkbox"/> Mobile	<input type="checkbox"/> Email	<input type="checkbox"/> Mail
<input type="checkbox"/> Home Phone	<input type="checkbox"/> Work Phone	
Specify any other special conditions or times related to contact?		

Relationship to student:		
<input type="checkbox"/> Parent	<input type="checkbox"/> Step Parent	<input type="checkbox"/> Foster Parent
<input type="checkbox"/> Host Family	<input type="checkbox"/> Relative	<input type="checkbox"/> Friend
<input type="checkbox"/> Self	<input type="checkbox"/> Other: _____	

In which country was Adult 1 born?	
<input type="checkbox"/> Australia	
<input type="checkbox"/> Other (please specify): _____	
❖ Does Adult 1 speak a language other than English at home?	
<input type="checkbox"/> No, English only	
<input type="checkbox"/> Yes (please specify): _____	
Please indicate any additional languages spoken by Adult 1:	
Is an interpreter required? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Gi XYbh`jj Yg`k jh `5 Xi `hi1.		
Always	Mostly	Balanced (50%)
Occasionally		

Adult 1 Job Title:
Adult 1 Employer:

Is Adult 1 interested in being involved in school group participation activities? <i>(e.g., School Council, excursions)</i>	
<input type="checkbox"/> Yes	<input type="checkbox"/> No

❖ What is the highest year of primary or secondary school Adult 1 has completed?	
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 10 or equivalent
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 9 or equivalent or below / no schooling
❖ What is the level of the highest qualification that Adult 1 has completed?	
<input type="checkbox"/> Bachelor degree or above	
<input type="checkbox"/> Advanced diploma / Diploma	
<input type="checkbox"/> Certificate I to IV (including trade certificate)	
<input type="checkbox"/> No non-school qualification	
❖ What is the occupation group of Adult 1? Please select the appropriate current parental occupation group from the attached list at the end of the document.	
<ul style="list-style-type: none"> If the person is not currently in paid work but has had a job in the last 12 months, or has retired in the last 12 months, please use their last occupation to select from the attached list. If the person has not been in <u>paid</u> work for the last 12 months, enter 'N'. 	

Enrolling Adult 2

Surname:		Title:	
First Given Name:			
Gender:	Male	Female	Self-described: _____
No. & Street Address:			
Suburb:			
State:		Postcode:	
Preferred language of notices:			
Mobile:		Work Phone:	
Home Phone:		Email:	

Can we contact Adult 2 during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is Adult 2 usually home during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
SMS Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Email Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Adult 2's preferred method of contact: <i>(Email shall be used for communication that cannot be sent via phone)</i>		
<input type="checkbox"/> Mobile	<input type="checkbox"/> Email	<input type="checkbox"/> Mail
<input type="checkbox"/> Home Phone	<input type="checkbox"/> Work Phone	
Specify any other special conditions or times related to contact?		

Relationship to student:		
<input type="checkbox"/> Parent	<input type="checkbox"/> Step Parent	<input type="checkbox"/> Foster Parent
<input type="checkbox"/> Host Family	<input type="checkbox"/> Relative	<input type="checkbox"/> Friend
<input type="checkbox"/> Self	<input type="checkbox"/> Other: _____	

In which country was Adult 2 born?	
<input type="checkbox"/> Australia	<input type="checkbox"/> Other (please specify): _____
❖ Does Adult 2 speak a language other than English at home?	
<input type="checkbox"/> No, English only	
<input type="checkbox"/> Yes (please specify): _____	
Please indicate any additional languages spoken by Adult 2:	
Is an interpreter required? <input type="checkbox"/> Yes <input type="checkbox"/> No	

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Always	Mostly	Balanced (50%)
Occasionally	Never	

Adult 2 Job Title:	
Adult 2 Employer:	

Is Adult 2 interested in being involved in school group participation activities? <i>(e.g., School Council, excursions)</i>	
<input type="checkbox"/> Yes	<input type="checkbox"/> No

❖ What is the highest year of primary or secondary school Adult 2 has completed?	
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 10 or equivalent
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 9 or equivalent or below / no schooling

❖ What is the level of the highest qualification that Adult 2 has completed?	
<input type="checkbox"/> Bachelor degree or above	
<input type="checkbox"/> Advanced diploma / Diploma	
<input type="checkbox"/> Certificate I to IV (including trade certificate)	
<input type="checkbox"/> No non-school qualification	

❖ What is the occupation group of Adult 2? Please select the appropriate current parental occupation group from the attached list at the end of the document.	
<ul style="list-style-type: none"> If the person is not currently in paid work but has had a job in the last 12 months, or has retired in the last 12 months, please use their last occupation to select from the attached list. If the person has not been in <u>paid</u> work for the last 12 months, enter 'N'. 	
	<input type="text"/>

Additional Parents/Carers

Are there additional parents/carers in the student's life? <input type="checkbox"/> Yes (provide details below) <input type="checkbox"/> No (move to next section)
Name of Adult 3:
Name of Adult 4:

If yes, please complete the Adult 3 and/or Adult 4 sections as attachments to this form on pages 16-17. If required, you may request a separate form for additional parents/carers from the school. The separate form allows for the capture of four further parents/carers.

Emergency Contacts

Please provide emergency contacts in the event that the enrolling parents/carers are unavailable. Please ensure those listed as emergency contacts are aware that their information has been provided for this purpose.

Name	Relationship <i>(Neighbour, Relative, Friend or Other)</i>	Telephone Contact	Language Spoken <i>(Write E for English)</i>
1			
2			
3			
4			

Correspondence Details

Send correspondence addressed to: <i>(select one)</i> <input type="checkbox"/> Adult 1 <input type="checkbox"/> Adult 2 <input type="checkbox"/> Both Adults <input type="checkbox"/> Neither
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Billing Details

You are not required to make payments or voluntary financial contributions to your school. Schools may request payments for extra-curricular items and activities. For more information, please refer to www.vic.gov.au/school-costs-and-fees.

Send any bills to: <i>(select one)</i> <input type="checkbox"/> Adult 1 <input type="checkbox"/> Adult 2 <input type="checkbox"/> Another person / address* (complete details below)	
Name to be used for all billing correspondence:	
No. & Street or PO Box	
Suburb:	
State:	Postcode:
Billing Email:	

*Note: If you would like to send bills to another person / address, please ensure Additional Parent/Carer details are completed on pages 16-17.

STUDENT MEDICAL DETAILS

The Department of Education and Victorian Government Schools require the health information requested in this section to plan for and support the health and wellbeing needs of students.

If there is a situation or incident which requires first aid to be administered to your child, school staff will administer first aid that is reasonably necessary and appropriate to their level of training. School staff will also seek emergency medical attention for your child if it is considered reasonably necessary. Any costs associated with student injury rest with parents/ carers unless the Department of Education is liable in negligence (liability is not automatic). In the event that your child needs medical attention, school staff will contact you as soon as practically possible.

Student Doctor

Doctor's Name:	
Medical Centre:	
Street Address:	
Suburb:	Postcode:
State:	Telephone Number:

Asthma

Does the student have asthma?		<input type="checkbox"/> Yes	<input type="checkbox"/> No (move to next section)
Has a current Asthma Management Plan been provided to School? If No, please provide an Asthma Management Plan to the School		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the student take medication?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Name of medication taken:
Is the medication taken regularly by the student (preventive) or only in response to symptoms?		<input type="checkbox"/> Preventative	<input type="checkbox"/> Response
Indicate the usual dosage of medication taken:		Indicate how frequently the medication is taken:	
Medication is usually administered by:	<input type="checkbox"/> Student	<input type="checkbox"/> Adult	<input type="checkbox"/> Other: _____
Medication is to be stored:	<input type="checkbox"/> with Student	<input type="checkbox"/> with Staff	<input type="checkbox"/> Other: _____
Dosage time:	Reminder required?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Medical Conditions

Does the student have an allergy? If yes, please provide the schools with an ASCIA Action Plan for Allergies .	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Is the student at risk of anaphylaxis? If yes, please provide the school with an ASCIA Action Plan for Anaphylaxis .	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Does the student have any other medical condition or other relevant medical assessment that the school needs to know about? If Yes, please ask the school for the appropriate medical advice form, to be completed by the treating medical practitioner and returned to school.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If Yes to <u>any of the above</u> , please specify:		
Symptoms:		
If the student displays any of the symptoms above, please:		
Inform emergency contact	<input type="checkbox"/> Yes	No
Administer medication	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other medical action	<input type="checkbox"/> Yes	No
If Yes, please specify: _____		

Medication

Does the student take medication?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the medication required during school hours? If Yes, please ask the school for a Medication Authority Form, to be completed by the treating medical practitioner and returned to school.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name of medications taken:		

Allied Health Support

Has the student previously accessed support from an allied health professional?	Occupational therapy:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
	Speech pathology:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
	Physiotherapy:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
	Exercise physiology:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
	Behaviour support:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
	Other:	<input type="checkbox"/> No	<input type="checkbox"/> Yes (specify): _____

OFFICE USE ONLY			
Immunisation Certificate received:	<input type="checkbox"/> Yes – Up to date	<input type="checkbox"/> Yes – Not up to date	<input type="checkbox"/> Not sighted / provided
Are there any Notice/s on the Immunisation History Statement:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the student have asthma, allergies or anaphylaxis?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Does the student need to take medication during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
*Have the required medical forms been provided to the school?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A – no medical conditions

* Note: Additional forms including student medical advice and condition forms can be found here: [Medical Advice Forms](#)

STUDENT SAFETY, ACCESS, AND SPECIAL CIRCUMSTANCES

Student Risk

The Department of Education has a responsibility to assess and manage any risk of harm to its staff and students. This form gives you the opportunity to provide information that will help the student's transition to school. This may include preparing a behaviour management plan or other appropriate strategies directed at meeting the particular needs of the student. The action taken in response to the information you provide will help ensure the safety of this student, other students and staff.

To your knowledge, is there anything in the student's history or circumstances (including medical history not already provided) which might pose a risk of any type to this student, other students, or staff at this school?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No (move to the next section)
If Yes, please provide further detail:	

Court Orders and Other Care Arrangements (previously referred to as an Access Alert)

Is there an intervention order, parenting order or any other court order impacting the student?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No (move to the next section)

If Yes, then complete the following questions and **present a current copy of the document to the school.**

Court Order or other access document type:	Family Law Order / Parenting Order	Parenting Plan / Agreement	Intervention Order
	<input type="checkbox"/> Child Protection Order	DFFH Authorisation	<input type="checkbox"/> Other: _____
Please provide further details of the Court Order or other access documents, and any other safety concerns:			
End Date (if applicable): (dd-mm-yyyy)			

Activity Restrictions and Considerations

Are there any activities (either organised by the school and/or third parties) that the student cannot participate in?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No (move to the next section)
If Yes, please provide further detail: (e.g. sport, excursions)	

OFFICE USE ONLY	
Current Court Order or other access document placed on student file?	<input type="checkbox"/> Yes <input type="checkbox"/> No

STUDENT TRAVEL DETAILS

How will the student primarily travel to and from school?				
<input type="checkbox"/> Walking	<input type="checkbox"/> School Bus	<input type="checkbox"/> Train	<input type="checkbox"/> Driven by parent/carer	<input type="checkbox"/> Taxi / Ride Share
<input type="checkbox"/> Bicycle	<input type="checkbox"/> Public Bus	<input type="checkbox"/> Tram	<input type="checkbox"/> Self-Driven	<input type="checkbox"/> Other: _____
If the student catches public transport to school, what station/stop does their journey commence:				
If the student drives themselves to school, what is their Car Registration Number:				

Students residing in rural and regional Victoria or attending special schools may be entitled to receive travel assistance. Travel assistance may be in the form of access to a school bus service or financial support through a conveyance allowance to assist with the cost of travel. Information on eligibility and the application process can be obtained from the school.

Conveyance Allowance Program

The Conveyance Allowance Program supports eligible families attending mainstream schools in rural and regional Victoria, and special schools (state-wide) with financial assistance towards the cost of transporting students to and from school.

Is the student applying for the Conveyance Allowance Program?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No (<i>proceed to next question</i>)
Your school can provide the applicable application form and advice on the different types of conveyance available. For further information, including the conveyance allowance policy and application forms, refer to the Department's Policy and Advisory Library (PAL) here: www.education.vic.gov.au/pal/conveyance-allowance/policy	

School Bus Program

The School Bus Program assists families in rural and regional Victoria by transporting students to school where they do not have access to public transport. The program supports travel to students nearest government and non-government school. Travel by bus to special schools is provided through the Students with Disabilities Transport Program (see below). Travel to a school that is not the nearest will incur a fare to travel. Your school can provide the applicable application form.

Is the student applying for the School Bus Program?	
<input type="checkbox"/> Yes (see text below)	<input type="checkbox"/> No (<i>proceed to next question</i>)
Your school can provide the applicable application form and advice on travel type (free travel, pre-school, fare payer etc.) For further information, including the School Bus Program policy refer to the Department's Policy and Advisory Library (PAL) here: www.education.vic.gov.au/pal/school-bus-program/policy	

Students with Disabilities Transport Program

The Students with Disabilities Transport Program assists families throughout Victoria by transporting students to their nearest appropriate government special school. The program supports travel for students within Designated Transport Areas (DTA). Families should also consider the conveyance allowances that may provide increased or alternative travel options to support school travel.

Is the student applying to travel on a school bus or other travel assistance?	
<input type="checkbox"/> Yes (read below text)	<input type="checkbox"/> No
Your school can provide the applicable application form and advice on travel suitability. For further information, including the Students with Disabilities Transport Program policy refer to the Department's Policy and Advisory Library (PAL) here: www.education.vic.gov.au/pal/transport-students-disabilities/policy	
First date of travel?	<input type="checkbox"/> Next school year <input type="checkbox"/> Alternate date: (dd-mm-yyyy) ____ / ____ / ____
Type of travel assistance requested?	
<input type="checkbox"/> Access to School Bus	<input type="checkbox"/> Conveyance Allowance
If applicable, specify the student's mode of assisted mobility.	<input type="checkbox"/> Wheelchair <input type="checkbox"/> Walker
Comments relevant to travel:	

OFFICE USE ONLY

Can the student Individual Education Plan (IEP) include travel training?

Yes

No

Is the student attending their nearest school?

Yes

No

Does the student reside in Designated Transport Area (DTA) (if attending special school)?

Yes

No

Can the student be accommodated on an existing route (if applicable)?

Yes

No

Pick-up Point:

Map Ref:

Time AM:

Set Down Point:

Map Ref:

Time PM:

Privacy Statement

The personal and health information collected in this form, and any attachments, is required for enrolment at all Victorian Government Schools. The information is collected to ensure accurate enrolment, and to plan for and support the educational needs of students. The information will be managed securely and accessed only by staff, on a need-to-know basis, and in accordance with the Department of Education Schools' Privacy Policy which applies to all government schools (available at: www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx) or where mandated or allowed by law.

Please also refer to the Victorian Government School Privacy Collection Notice for details on handling of personal and health information in schools: www.education.vic.gov.au/Pages/Schools'-Privacy-Collection-Notice.aspx.

DECLARATION

Thank you for completing this Student Enrolment form. The information provided is required to enable staff to properly enrol your child at our school as such it is important that it is accurate and up to date.

I/We confirm that:

- I am/We are the person/people named as completing this form.
- The information in this form is true and correct.
- I/We agree to authorise this form by electronic means with an electronic signature.

Signature of Enrolling Adult: _____ Date: ____ / ____ / ____

Signature of Enrolling Adult (if applicable): _____ Date: ____ / ____ / ____

Please select the category that best describes who has signed and completed this form. This will assist the school with the enrolment process.

Both parents/carers have completed and signed this form.

Parents/carers are completing separate forms (schools can provide additional forms on request).

One parent has completed and signed this form on behalf of both parents. Contact details for the other parent have been provided in the form for the school's use as required.

One parent has completed and signed this form and the contact details for the other parent are unknown to the enrolling parent/carer and not provided.

There is only one parent/carer with legal responsibility for the child and that person has completed and signed this form.

Other, please specify: (for instance, where the contact details for the other parent are known but it is not appropriate or safe to contact them) _____

If there are any court orders about the child, please provide copies of those orders to the school with this form.

WHO CAN SIGN THIS FORM?

- **A person with parental responsibility:** a parent of a child under 18 years of age, subject to relevant court orders (including parenting orders made under the *Family Law Act 1975* and protection orders made under the *Children, Youth and Families Act 2005* by the Children's Court, or other person granted parental responsibility under a relevant court order).
- **A carer formally authorised by Child Protection to enrol the student:** the Department of Families, Fairness and Housing (DFFH) can issue a written authorisation to the carer of a child in out of home care to make decisions about the child, in some circumstances this will include specific authorisation to enrol the child at school.
- **Informal carer:** an Informal Carer is a relative or other responsible adult with whom the child lives, and who has day to day care of the child. The informal carer should provide an Informal Carer Statutory Declaration to confirm their status as an informal carer. A copy of this statutory declaration can be obtained from www.education.vic.gov.au/PAL/informal-carer-statutory-declaration-template.pdf
- **Students living independently:** If the student is an adult or a mature minor for the purpose of enrolment and they live independently. These students will need to be considered in accordance with the www.education.vic.gov.au/pal/decision-making-responsibilities-students/policy policy.
- **Adult Students:** a student 18 years of age or older is considered an adult and can sign their own consent form.

ATTACHMENT – PARENTAL OCCUPATION GROUP CODES

The codes outlined below are to be used when providing family occupation details for enrolled students. Please indicate your current occupation – not your qualification. This information is used for determining funding allocations to schools.

Group A: Senior management in large business organisation, government administration and defence, and qualified professionals

Senior Executive / Manager / Department Head in industry, commerce, media or other large organisation

Public Service Manager (Section head or above), regional director, health / education / police / fire services administrator

Other administrator (school principal, faculty head / dean, library / museum / gallery director, research facility director)

Defence Forces Commissioned Officer

Professionals - generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat, and advise on problems; and teach others:

- Health, Education, Law, Social Welfare, Engineering, Science, Computing professional
 - Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer)
- Air/sea transport (aircraft / ship's captain / officer / pilot, flight officer, flying instructor, air traffic controller)

Group B: Other business managers, arts/media/sportspersons and associate professionals

Owner / Manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business

Specialist Manager (finance / engineering / production / personnel / industrial relations / sales / marketing)

Financial Services Manager (bank branch manager, finance / investment / insurance broker, credit / loans officer)

Retail sales / Services manager (shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency)

Arts / Media / Sports (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proofreader, sportsman/woman, coach, trainer, sports official)

Associate Professionals - generally have diploma / technical qualifications and support managers and professionals:

- Health, Education, Law, Social Welfare, Engineering, Science, Computing technician / associate professional
- Business / administration (recruitment / employment / industrial relations / training officer, marketing / advertising specialist, market research analyst, technical sales representative, retail buyer, office / project manager)
- Defence Forces senior Non-Commissioned Officer

Group C: Tradespeople, clerks and skilled office, sales and service staff

Tradespeople generally have completed a 4-year Trade Certificate, usually by apprenticeship. All tradespeople are included in this group

Clerks (bookkeeper, bank / PO clerk, statistical / actuarial clerk, accounting / claims / audit clerk, payroll clerk, recording / registry / filing clerk, betting clerk, stores / inventory clerk, purchasing / order clerk, freight / transport / shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk)

Skilled office, sales, and service staff:

- Office (secretary, personal assistant, desktop publishing operator, switchboard operator)
- Sales (company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher)
- Service (aged / disabled / refuge / childcare worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor)

Group D: Machine operators, hospitality staff, assistants, labourers and related workers

Drivers, mobile plant, production / processing machinery and other machinery operators

Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, porter, housekeeper)

Office assistants, sales assistants, and other assistants:

- Office (typist, word processing / data entry / business machine operator, receptionist, office assistant)
- Sales (sales assistant, motor vehicle / caravan / parts salesperson, checkout operator, cashier, bus / train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker)
- Assistant / aide (trades' assistant, school / teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum / gallery attendant, usher, home helper, salon assistant, animal attendant)

Labourers and related workers

- Defence Forces - ranks below senior NCO not included above
- Agriculture, horticulture, forestry, fishing, mining worker (farm overseer, shearer, wool / hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/ logging worker, miner, seafarer / fishing hand)
- Other worker (labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor)

ATTACHMENT – ADDITIONAL PARENT/CARER DETAILS

Enrolling Adult 3

Surname:		Title:	
First Given Name:			
Gender:	Male	Female	Self-described: _____

No. & Street Address:	
Suburb:	
State:	Postcode:
Preferred language of notices:	
Mobile:	Work Phone:
Home Phone:	Email:

Can we contact Adult 3 during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is Adult 3 usually home during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
SMS Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Email Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Adult 3's preferred method of contact: <i>(Email shall be used for communication that cannot be sent via phone)</i>		
<input type="checkbox"/> Mobile	<input type="checkbox"/> Email	<input type="checkbox"/> Mail
<input type="checkbox"/> Home Phone	<input type="checkbox"/> Work Phone	
Specify any other special conditions or times related to contact?		

Relationship to student:		
<input type="checkbox"/> Parent	<input type="checkbox"/> Step Parent	<input type="checkbox"/> Foster Parent
<input type="checkbox"/> Host Family	<input type="checkbox"/> Relative	<input type="checkbox"/> Friend
<input type="checkbox"/> Self	<input type="checkbox"/> Other: _____	

In which country was Adult 3 born?	
<input type="checkbox"/> Australia	
<input type="checkbox"/> Other (please specify): _____	

❖ Does Adult 3 speak a language other than English at home?	
<input type="checkbox"/> No, English only	
<input type="checkbox"/> Yes (please specify): _____	

Please indicate any additional languages spoken by Adult 3:	

Is an interpreter required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
-----------------------------	------------------------------	-----------------------------

Ghi XYbh"j] Yg'k]h '5 Xi `h3.		
Always	Mostly	Balanced(50%)
Occasionally	Never	

Adult 3 Job Title:	
Adult 3 Employer:	

Is Adult 3 interested in being involved in school group participation activities? (e.g., School Council, excursions)	
<input type="checkbox"/> Yes	<input type="checkbox"/> No

❖What is the highest year of primary or secondary school Adult 3 has completed?	
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 10 or equivalent
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 9 or equivalent or below / no schooling

❖What is the level of the highest qualification that Adult 3 has completed?	
<input type="checkbox"/> Bachelor degree or above	
<input type="checkbox"/> Advanced diploma / Diploma	
<input type="checkbox"/> Certificate I to IV (including trade certificate)	
<input type="checkbox"/> No non-school qualification	

❖What is the occupation group of Adult 3? Please select the appropriate current parental occupation group from the attached list at the end of the document.	
<ul style="list-style-type: none"> If the person is not currently in paid work but has had a job in the last 12 months, or has retired in the last 12 months, please use their last occupation to select from the attached list. If the person has not been in <u>paid</u> work for the last 12 months, enter 'N'. 	

Enrolling Adult 4

Surname:		Title:
First Given Name:		
Gender:	Male	Female
Self-described: _____		

No. & Street Address:	
Suburb:	
State:	Postcode:
Preferred language of notices:	
Mobile:	Work Phone:
Home Phone:	Email:

Can we contact Adult 4 during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is Adult 4 usually home during school hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
SMS Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Email Notifications:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Adult 4's preferred method of contact: <i>(Email shall be used for communication that cannot be sent via phone)</i>		
<input type="checkbox"/> Mobile	<input type="checkbox"/> Email	<input type="checkbox"/> Mail
<input type="checkbox"/> Home Phone	<input type="checkbox"/> Work Phone	
Specify any other special conditions or times related to contact?		

Relationship to student:		
<input type="checkbox"/> Parent	<input type="checkbox"/> Step Parent	<input type="checkbox"/> Foster Parent
<input type="checkbox"/> Host Family	<input type="checkbox"/> Relative	<input type="checkbox"/> Friend
<input type="checkbox"/> Self	<input type="checkbox"/> Other: _____	

In which country was Adult 4 born?	
<input type="checkbox"/> Australia	
<input type="checkbox"/> Other (please specify): _____	
❖ Does Adult 4 speak a language other than English at home?	
<input type="checkbox"/> No, English only	
<input type="checkbox"/> Yes (please specify): _____	
Please indicate any additional languages spoken by Adult 4:	
Is an interpreter required? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Gŕi XYbh`jj Yg`k jh `5 Xi `hi4.		
Always	Mostly	Balanced (50%)
Occasionally	Never	

Adult 4 Job Title:
Adult 4 Employer:

Is Adult 4 interested in being involved in school group participation activities? (e.g., School Council, excursions)	
<input type="checkbox"/> Yes	<input type="checkbox"/> No

❖ What is the highest year of primary or secondary school Adult 4 has completed?	
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 10 or equivalent
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 9 or equivalent or below / no schooling

❖ What is the level of the highest qualification that Adult 4 has completed?	
<input type="checkbox"/> Bachelor degree or above	
<input type="checkbox"/> Advanced diploma / Diploma	
<input type="checkbox"/> Certificate I to IV (including trade certificate)	
<input type="checkbox"/> No non-school qualification	

❖ What is the occupation group of Adult 4? Please select the appropriate current parental occupation group from the attached list at the end of the document.	
<ul style="list-style-type: none"> If the person is not currently in paid work but has had a job in the last 12 months, or has retired in the last 12 months, please use their last occupation to select from the attached list. If the person has not been in <u>paid</u> work for the last 12 months, enter 'N'. 	



Point Cook
College

POINT COOK P-9 COLLEGE - SPLIT SCHEDULE

P-4 Timetable		5-9 Timetable	
Session 1	8:30 - 9:30	Homeroom	8:30 - 8:40
Session 2	9:30 - 10:20	Session 1	8:40 - 9:30
Session 3	10:20 - 11:10	Session 2	9:30 - 10:20
Recess 1	11:10 - 11:20	Recess	10:20 - 10:40
Recess 2	11:20 - 11:30	Session 3	10:40 - 11:30
Session 4	11:30 - 12:20	Session 4	11:30 - 12:20
Session 5	12:20 - 1:10	Lunch	12:20 - 1:20
Lunch 1 - Eating	1:10 - 1:20	Session 5	1:20 - 2:10
Lunch 2 - Outside	1:20 - 2:10	Session 6	2:10 - 3:00
Session 6	2:10 - 3:00		

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[\[03\] 9768 0321](tel:[03]97680321)

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Saturday: **10:00am - 1:00pm**



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Personal Fit



Point Cook College

Uniform Price List
Price as at: 12-08-2024

Prep - 6		Colour	Logo	Size	Price(\$)
1110738	Nylon Double Knee Tracksuit Pants	Ink		4-14/XS 16/S-18/M	37.95 41.95
1118535	Double Knee Pant With Elastic Cuff	Ink		4-14/XS 16/S-18/M	39.95 43.95
1104014	Detachable Bib Tunic with Box Pleat Skirt	Navy		4G-14G/8L	59.95
1118827	V Neck Windcheater - Double Stripe Neck	Ink-Sky-Yellow	Embroidery	4-14/XS 16/S-L	34.00 36.50
1110465	Classic Pant	Ink		4G-12G 14G-12L	35.95 37.95
1101364	Scooter Skort	Ink	Embroidery	4G-18G/12L	32.95
1100593	Adjustable Mesh Bucket Hat - Contrast Pli	Ink_Sky	Embroidery	XS-L-XL	16.50
Years 5 - 9		Colour	Logo	Size	Price(\$)
1118847	Hooded Windcheater with Contrast Panel	Ink-Sky-Yellow	Embroidery	12/2XS-14/XS 16/S-5XL	39.95 44.75
1101919	Baseball Cap	Ink	Embroidery	ALL-ALL	17.95
Prep - 9		Colour	Logo	Size	Price(\$)
1118912	Cotton Back Polo with Armbands	Sky_Ink_Yellow	Embroidery	4-14/XS 16/S-4XL	31.50 34.50
1118915	LS CB Mesh Polo-Stripe Collar	Sky_Ink_Yellow	Embroidery	4-14/XS 16/S-3XL	33.50 36.50
1118372	Puffa Jacket	Ink	Embroidery	12/2XS-2XL	59.97
1118844	Puffa Vest with Hood	Ink_Sky	Embroidery	4-14/XS 16/S-2XL	35.47 38.37
1111569	Stretch Microfibre Shorts	Ink	Embroidery	4-4XL	36.00
1110355	Gaberdine Zip Pocket Shorts	Ink		4-14/XS 16/S-18/M	26.95 29.95
1110737	Zip Cuff Tracksuit Pants	Ink		4-14/XS 16/S-5XL	36.95 40.95
1110400	Elastic Waist Pants with Back Yoke	Ink		4-16/S 18/M-4XL	37.95 41.95
1168016	Summer Dress - Contrast Collar & Cuffs	Sky/Royal/Lemon Check		4G-18L	57.95
1168813	Bonded Jacket with Contrast	Ink_Yellow_Sky	Embroidery	4-L	76.95
1113040	Flat Front Flexiwaist Short	Ink	Embroidery	62-117	31.20
1111927	Ladies Tailored Shorts-Adjustable Waist	Ink	Embroidery	6L-18L	23.49
1111869	S/S Sublimated Polo	Ink_Fern_White	Sublimatn	4-14/XS 16/S-4XL	24.45 29.25
1111869	S/S Sublimated Polo	Ink_Red_White	Sublimatn	4-14/XS 16/S-2XL	24.45 29.25
1111869	S/S Sublimated Polo	Ink_Yellow_White	Sublimatn	4-14/XS 16/S-4XL	24.45 29.25
1111869	S/S Sublimated Polo	Ink_Royal_White	Sublimatn	4-14/XS 16/S-4XL	24.45 29.25
8361105	Sprint Backpack 20L	Ink	Embroidery	ALL-ALL	44.76
Sport		Colour	Logo	Size	Price(\$)
1111869	S/S Sublimated Polo	Ink_Blue_White_Yellow	Sublimatn	10/3XS-4XL	36.57
1111568	SS Sub ADP - V Neck Raglan Straight F	Ink_Blue_White_Yellow	Sublimatn	10/3XS-4XL	28.20
1111561	SS Sub ADP Singlet - Round Neck Straig	Ink_Blue_White_Yellow	Sublimatn	10/3XS-4XL	27.00
Accessories		Colour	Logo	Size	Price(\$)
1160380	Artsmock with Print	Ink		S-S	23.50
1106233	Jacquard Beanie With Pom Pom - Point C	Ink_Sky_Gold		ALL-ALL	18.00
8360396	Scholar Bookbag	Ink	Embroidery	ALL-ALL	17.50
Socks		Colour	Logo	Size	Price(\$)
2511050	Crew Sock - 3 pack	Navy		9--12-11--14	19.95
2511050	Crew Sock - 3 pack	White		9--12-8--11	19.95
2513050	Opaque Tights	Navy		MID-XTALL	11.95
2513000	Girls Tights	Navy		4--6-11--14 MID-XTALL	15.95 19.95

Your School Uniform is available at PSW Uniform Group Hoppers Crossing Outlet
Unit 1, 195 Old Geelong Road,
Hoppers Crossing VIC 3029
03 9768 0312
Shop online at www.psw.com.au
ABN 52 007 423 627

Trading Hours
Mon to Fri: 9:00am - 5:00pm
Sat: 10:00am - 1:00pm
*Store hours subject to change

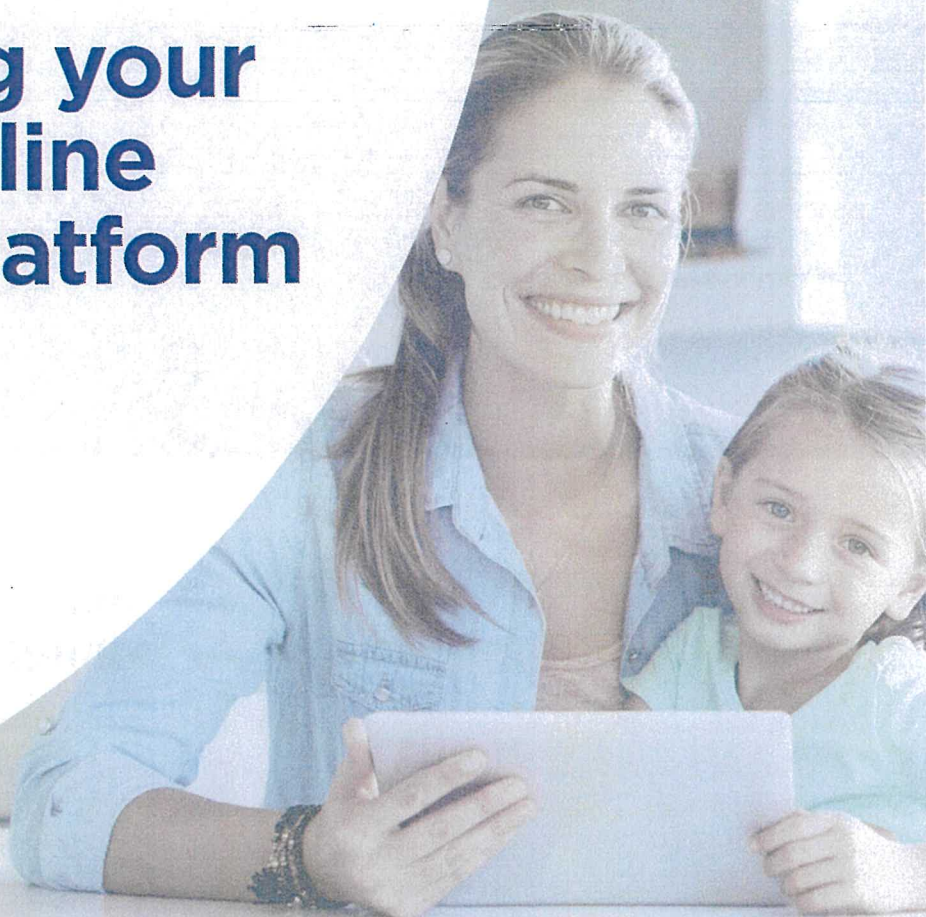


SUMMER	 1118912 S/S Polo	 1118016 Summer Dress	 1110355 Gaberdine Shorts	 1113040 Flexiwaist Shorts	 1111927 Ladies Tailored Shorts	 1101364 Scooter Skort				
WINTER	 1118915 L/S Polo	 1104014 Box Pleat Tunic	 1118535 Double Knee Pant	 1110400 Elastic Waist Pant	 1110465 Classic Pant					
ALL YEAR ROUND	 1168813 Bonded Jacket	 1118827 V Neck Windcheater	 1118372 Puffa Jacket	 1118844 Puffa Vest	 1122005 Quarter Zip Jumper	 1110737 Trackpant Zip Cuff	 1110738 Double Knee Tracksuit Pant			
SPORTS	 1111869 S/S Sublimated Polo		 1111569 Stretch Microfibre Shorts							
ACCESSORIES	 8301105 Sprint Backpack	 8360396 Scholar Bookbag	 1100593 Bucket Hat	 1101919 Baseball Cap	 1106233 Beanie	 1160380 Artsmock	 2511000 Anklet Socks	 2511050 Crew Socks	 2513000 Girls Tights	 2513050 Opaque Tights



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More information on how to **Get Started** is on the back.

Need help

Phone or email us - Monday to Friday, 7.30am - 4.00pm
Call 1300 11 66 37 | support@quickcliq.com.au



Canteens, Uniforms, Events & more.

No cash. No problem! Try QuickCliq today!

QuickCliq is an innovative online ordering system trusted by over 700 schools and thousands of parents across Australia. QuickCliq is a cashless solution that helps you manage your children's canteen orders, uniforms, books and even school fees from the comfort of your home or office.



How to get started

- QuickCliq is free to set up and easy to use
- Register at www.quickcliq.com.au
- **SIGN UP** and complete the registration form
- Receive a link via email to **ACTIVATE** your account before logging in
- **ADD STUDENT**, add your child's details, select their school and save to your account
- **ADD CREDIT** to your online wallet before ordering
- Select **MEAL ORDER** and you're good to go

Orders can be placed up to 28 days in advance. You can view your completed orders via the Active Orders or Transaction History tabs in your account.

Want to know the best thing about QuickCliq?

- ✓ It was designed by parents, for parents, so it's easy to use and incredibly intuitive!
- ✓ One family, one account - you will have one unique and secure login to manage all your children's orders, even if they attend different schools. QuickCliq saves you time and gives you complete visibility over your family's needs.
- ✓ Tired of scrounging around for loose change every morning before your kids run off to school? With QuickCliq, lunch money is a thing of the past.
- ✓ We're giving control back to you over your children's diets. By ordering their lunch ahead of time, you can ensure they are eating healthy and balanced meals.
- ✓ QuickCliq was designed with mobile access in mind. Simply login to add credit and order, all from the convenience of your smartphone or tablet.
- ✓ To top up your account you have three options; Direct Deposit / Credit Card / PayPal
 - Direct Deposit is free
 - The surcharge to add credit is 1.5%
 - The surcharge for PayPal is 3.8%
 - When placing an order there is a small booking fee per transaction per student.

Our Call Centre is here to assist your families with ordering online **Call 1300 11 66 37**



POINT COOK P-9 CANTEEN MENU

2026

H&H

CANTEENS

SNACKS

Choc Chip Cookie	\$0.50
Homemade Muffin (H)	\$2.50
Pretzels / Rice Crackers	\$0.50
Jelly Cup (D)	\$1.00
Pop Corn(H)(D)	\$1.50
Fruit Piece(H)(D)	\$1.50
Watermelon & Blueberry Cup(H)(D)	\$3.50
Yoplait Strawberry Yogurt (H)	\$2.00
Chocolate Mousse(H)	\$2.00
Chocolate or Vanilla Smarty Cookies	\$3.50
Red Rock Deli Chips (Sweet Chilli,	\$3.00
Honey Soy Chicken, Sea Salt & Salt and Vinegar	

HOT SNACKS

Party Pie(D)	\$1.50
Party Sausage Roll	\$1.50
Halal Steamed Dim Sim(H)(D)	\$1.50
Spinach & Ricotta Filo(V)	\$1.50
Chicken Goujons x2 (H)(D)	\$1.00
Chicken Nugget (H)(D)	\$1.00
Hash Brown (V)(H)(D)	\$1.50
Potato Cake (V)(H)	\$1.50
Tomato & BBQ Sauce Portion	\$0.30

SANDWICHES

White or Wholemeal	
Wrap or Roll (extra)	\$0.60
Vegemite (H)	\$3.00
Vegemite & Cheese (H)	\$3.50
Cheese (H)(V)	\$3.50
Ham, Chicken or Tuna	\$5.00
Salad – Lettuce, Tomato,	\$5.00
Carrot, Cucumber & Beetroot(H)(V)	
Egg, Lettuce & Mayo(H)(V)	\$5.00
Chicken, Lettuce & Mayo	\$5.50
Ham, Chicken or Tuna with Salad	\$6.00
Extras	
Cheese (H)(V)	\$0.50
Salad Choices each	\$0.30

SALADS

Lettuce, Tomato, Cucumber	\$5.00
Carrot & Beetroot Salad	
Add Cheese	\$5.50
Add Ham, Chicken, Tuna or Egg	\$6.00
Italian Dressing	\$0.30

JAFFLES/TOASTIES

Cheese(H)(V)	\$3.50
Ham & Cheese	\$5.00
Baked Beans (D)(V)	\$4.00
Spaghetti (V)	\$4.00

HOT FOOD

Hot Dog	\$4.50
Large Sausage Roll	\$4.50
Beef Pie	\$5.00
Vegie Pastie(V)(D)	\$5.00
Margarita Pizza (H)(V)	\$4.00
Hawaiian Pizza	\$4.00
Cheese Burger with Cheese	\$6.00
& Tomato sauce(H)	
Chicken Burger with Lettuce &	\$6.00
Mayonnaise(H)(D)	
Veggie Burger with Lettuce & Sweet	\$6.00
Chilli Mayonnasie(H)(V)	
Chicken Schnitzel Roll with	\$6.50
Lettuce & Mayonnaise	

HOMEMADE FOOD

Beef Lasagne	\$6.00
Spaghetti Bolognese (H)(D)	\$6.00
Penne Napoli(V)(H)(D)	\$6.00
Vegetarian Fried Rice with Peas,	\$5.00
Corn, Carrot and Egg (V)(H)(D)	

DRINKS

Big M (Chocolate or Strawberry)	\$3.00
600ml Bottle of Water	\$3.00
Just Juice (Orange, Apple or	
Apple & Blackcurrant)	\$3.00
Groove Sparking Mineral Water,	\$3.50
Grape, Watermelon & Raspberry	

FROZEN SNACKS

Vanilla Ice Cream Cup(H)(GF)	\$1.50
Zooper Dooper	\$1.00
Mini Calippo	\$2.00
Calippo	\$2.50
Icy Twist	\$2.00
Cyclone	\$2.50
Frozen Yoghurt	\$2.00

H - Halal

D - Dairy Free

V - Vegetarian





POINTCOOK P-9 CANTEEN MENU

2026



Please note for Gluten Free and Halal Items listed below, orders need to be done at the canteen by recess (or placed in class room lunch tubs).

CLEARLY LABEL GLUTEN FREE OR HALAL

Or order online using quickcliq. You can register at quickcliq.com.au

Items that need to be made or cooked won't be available at lunchtime over the counter.

GLUTEN FREE ITEMS

Rice Crackers	\$0.50
Jelly	\$1.00
Popcorn	\$1.50
Fruit Piece	\$1.50
Watermelon & Blueberry Cups	\$3.50
Red Rock Deli Chips – all flavours	\$3.00
Chocolate Mousse	\$2.00
Chicken Tender	\$1.50
Chicken Nuggets	\$1.00
Sausage Roll	\$5.50
Vegetarian Fried Rice with Peas, Carrots, Corn & Egg	\$5.00
Spaghetti Bolognaise	\$6.00
Penne Napoli	\$6.00
Cheese Sandwich	\$4.00
Ham, Chicken or Tuna Sandwich	\$5.50
Salad Sandwich	\$5.50
Egg & Lettuce Sandwich	\$5.50
Ham, Chicken or Tuna Salad Sandwich	\$6.50
Vanilla Ice Cream Cup	\$1.50
Zooper Dooper	\$1.00
Tomato & BBQ Sauce Portion	\$0.30

HALAL HOT FOOD ITEMS

Chicken Goujons x2	\$1.00
Chicken Nugget	\$1.00
Potato Cake	\$1.50
Dim Sim	\$1.50
Hash Brown	\$1.50
Four N Twenty Sausage Roll	\$4.50
Mrs Mac Beef Pie	\$5.00
Margarita Pizza	\$4.00
Cheese Burger	\$6.00
Chicken Burger	\$6.00
Veggie Burger	\$6.00
Spaghetti Bolognaise	\$6.00
Penne Napoli	\$6.00
Vegetarian Fried Rice with Peas, Carrot, Corn & Egg	\$5.00
Now we have Halal Jelly	\$1.00
Chocolate Mousse	\$2.00



PERMANENT AND CASUAL BOOKINGS

To support busy families, we have two booking options across our Outside School Hours Care services, both permanent and casual. You're able to have both permanent on-going bookings and casual bookings to suit your needs.

Permanent on-going bookings

These bookings are for families with a regular schedule. By booking recurring visits in advance, you can secure a spot at a lower fee. Permanent bookings always guarantee your child has an on-going spot (subject to availability) on your chosen days.

Features include:

- Price effective
- Ease of mind with bookings secured ahead of time
- If your child is absent, you only pay the gap fee*
- One week cancellation notice applies to cancel your recurring spot

Casual bookings

These bookings offer more flexibility, allowing families to book any session as needed. Casual bookings do incur a higher fee compared to permanent bookings. Booking in advance will give you the best chance of guaranteeing a spot.

Features include:

- Flexible ad hoc bookings, book only when you need
- If your child is absent, you only pay the gap fee*
- One week cancellation notice applies to cancel your spot

*You are required to pay the full session fee for all booking options that finish with an absence



Head to our website for more information or please speak with your team onsite.



Our programs qualify for the Federal Government's Child Care Subsidy (CCS). CCS helps eligible families access approved and registered child care providers by partially subsidising the cost of daily fees. Visit the Services Australia website for more information.

