
ENROLMENT INFORMATION



Help for non-English speakers

If you need help to understand the information in this policy, please contact East Gippsland Specialist School on 5152 5922.

ENROLMENTS

Information on how to find, enrol, and start a child in your care at a school in Victoria is available on the [Victorian government website](#).

To enrol your child at our school:

- Firstly, contact the school to ascertain eligibility and arrange a school tour. East Gippsland Specialist School can be contacted on 5152 5922 or via the school email east.gippsland.ss@education.vic.gov.au
- Required documents for completion will be provided by the school at the time of enrolment.

Required documentation & information may include:

- Completed enrolment form.
- Evidence of identity and date of birth (for example, a [birth certificate](#) or passport)
- [Immunisation Status Certificate](#) [primary school age only]
- School Permission Forms
- Medication Authority Form

You will also be required to provide information about:

- your contact details
- emergency contact details
- health information about your child (such as allergies or illnesses they need to manage)
- other legal orders relating to your child and their welfare (if any)

SCHOOL ZONES

Information about Victorian Government school zones are available on findmyschool.vic.gov.au.

Students residing in our school zone are guaranteed a place at our school which is determined on the basis of your permanent residential address and meeting the eligibility requirements of being currently funded under the Program for Students with a Disability (Intellectual Disability).

Information about entry criteria into our school is available in our [Enrolment policy](#). The Enrolment policy contains a priority order of placement, giving priority to students who live within our [Designated Transport Zones](#) (DTZs). Where capacity allows, we are able to take a limited number of students from outside of our DTZ.

You can find more information and answers to frequently asked questions on the Department's website under [School zones](#).

For more information

If you have a question about school zones call the VSBA Hotline on [1800 896 950](tel:1800896950) or email: vsba@education.vic.gov.au

PARENT PAYMENTS

Under the Department of Education and Training's [Parent Payments Policy](#), Victorian government schools are required to provide transparent information to their school community on voluntary parent/carer contributions.

Parents will be provided with information regarding voluntary contributions at the commencement of enrolment and also at the beginning of each academic year.