



**Enrolment and Residential address checklist**  
**For the enrolment of students in NSW Government schools**

To complete the enrolment process for you child we need to sight the following documents.

- Child's Original Birth Certificate or Passport
- Child's up to date Immunisation Statement
- Parents Passport and Visa details if born overseas

***And to determine the student's entitlement to enrol at Winston Heights Public School, the department requires the following 100 point residential address check.***

Documents showing the full name of the child's parent/s:	Points
<b>Only one of -</b> <ul style="list-style-type: none"> <li>• Council rates notice</li> <li>• Lease agreement through a registered real estate agent for a period of at least 6 months <i>(within the applicable school year of enrolment date)</i></li> <li>• Contract of sale <i>(with settlement to occur within the applicable school year of enrolment date)</i></li> </ul>	<b>40</b>
<b>Any of the following -</b> <ul style="list-style-type: none"> <li>• Private rental agreement <i>(for a period of at least 6 months)</i></li> <li>• Centrelink payment statement showing home address</li> <li>• Electoral roll statement</li> </ul>	<b>20 each</b>
<b>Any of the following documents -</b> <ul style="list-style-type: none"> <li>• Electricity *</li> <li>• Gas *</li> <li>• Water *</li> <li>• Telephone *</li> <li>• Mobile *</li> <li>• Internet *</li> <li>• Drivers licence</li> <li>• Government issued ID</li> <li>• Home building insurance</li> <li>• Home contents insurance</li> <li>• Motor vehicle registration</li> <li>• Compulsory third party insurance</li> <li>• Statutory declaration stating the child's residential address, how long they have lived there and any supporting information or documentation of this</li> </ul> <p><i>*(Bills up to three months old)</i></p>	<b>15 each</b>

Please bring all the original documents to the school office between 8.30am and 3pm along with your completed enrolment form or confirmation of online enrolment.  
All documents are required to have the same address as the enrolment form.