



WOODMANS HILL
SECONDARY COLLEGE

Application for Enrolment at Woodmans Hill

Thank you for choosing to inquire about enrolling your child at Woodmans Hill.

We follow a rigorous enrolment process to ensure:

- That each student's educational, social and emotional needs are known and met.
- That each student's teachers are provided with accurate information about their learning strengths and needs to ensure a smooth transition into learning.
- That the student is well prepared for the learning and behavioral expectations of Woodmans Hill.

It also ensures that every student is treated equally and they are set up for success.

We look forward to hearing from you soon.

Kind regards,

Shannon Turnbull
Assistant Principal

Steps to Enrolment at Woodmans Hill

Step One: Complete forms provided.

Included in this pack are TWO forms.

Form 1: Pre-Enrolment Application Form: *To be completed by the parent/guardian.*

Form 2: Previous/Current School Enrolment Information Form. *To be completed by the student's previous school.*

Step Two: Contact the East Campus

Forward to the Student Support Administrator via email or hand deliver
Woodmans.hill.sc@edumail.vic.gov.au

- Completed enrolment information forms (1 &2)
- The student's TWO previous school reports

(Please fill in the request form. All information will be treated in the strictest confidence.)

Step Three: Attend Enrolment Interview

Contact the Woodmans Hill office on 5336 7264 to make a time for an enrolment interview.



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Pre-Enrolment Information Request 2019

Date of Application: _____

Full name of student	
Date of birth	
Home address of student	
Parent/guardian name	
Relationship to student	
Contact phone numbers	<p>Home: _____ Business: _____</p> <p>Mobile: _____</p>

Current school <i>If outside Victoria please give contact phone number.</i>	
Reason for enrolment <i>Please give detail</i>	
Further information:	
Has this student ever repeated any Year levels OR had more than 4 weeks out of regular schooling? <i>If YES, please give detail</i>	<p>Yes No</p> <p>_____</p> <p>_____</p>

<p>Does this student have a diagnosed learning disability or difficulty? <i>If yes, please detail</i></p>	<p>Yes No</p> <hr/> <hr/>
<p>Does this student receive any PSD funding at present?</p>	<p>Yes No</p>
<p>Does this student receive any extra support with literacy or numeracy at their current school? <i>If yes, please detail</i></p>	<p>Yes No</p> <hr/> <hr/>
<p>Are there any outside agencies involved with this student, who support their learning? <i>If yes, please detail</i></p>	<p>Yes No</p> <hr/> <hr/>
<p>Does this child have a diagnosed mental health issue? <i>If yes, please detail</i></p>	<p>Yes No</p> <hr/> <hr/>

Thank you for completing this form.

Once both forms are completed please contact 03 5336 7264, to arrange an enrolment interview.

WOODMANS HILL
A CAMPUS OF BALLARAT SECONDARY COLLEGE

Enrolment Information Request

To be completed by the student's previous school.

The student listed below has applied to attend Woodmans Hill. We ask for your assistance in providing information, which will assist us in supporting this student's education and transition. This information will be treated in the strictest confidence.

Regards,
Shannon Turnbull
Assistant Principal



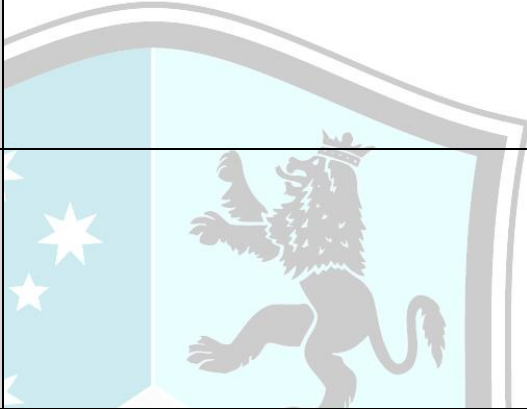
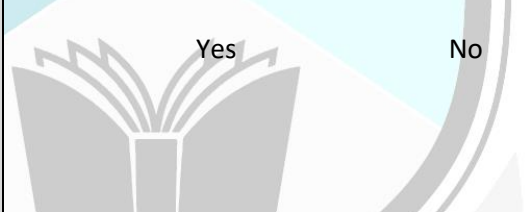

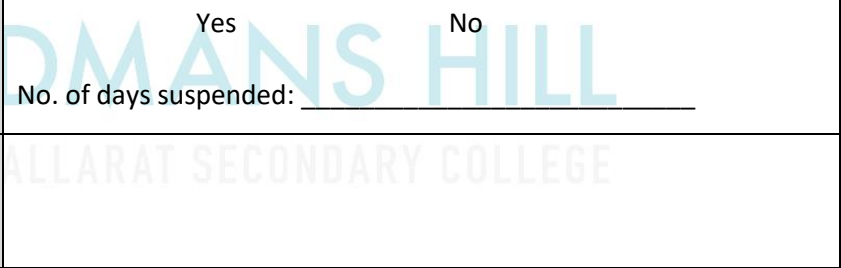
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Student name	
Current School	
Current year level	

To be completed by the **Year Level Coordinator, Student Welfare Coordinator or Assistant Principal**

Name	
Role	
Contact Details	
Signature	

Does this student attend regularly?	Yes	No
Does this student consistently follow the school's uniform policy?	Yes	No
Does this student consistently bring the correct equipment to class?	Yes	No
Does this student participate well in classroom learning/activities?	Yes	No
Does this student maintain positive relationships with staff and students?	Yes	No

<p>Were there any concerns with this student's academic performance? <i>If YES, please give detail</i></p>	<p style="text-align: center;">Yes No</p>
<p>Were there any concerns with this student's behaviour/attitude to learning? <i>If YES, please give detail</i></p>	<p style="text-align: center;">Yes No</p>
<p>Please comment on this student's strengths.</p>	
<p>Has this student been linked to outside agencies for support? <i>If YES, please give detail</i></p>	<p style="text-align: center;">Yes No</p> 
<p>Has this student been involved in any school based support or learning intervention programs? <i>If YES, please give detail</i></p>	<p style="text-align: center;">Yes No</p> 
<p>Was this student suspended at any time in the previous 12 months?</p>	<p style="text-align: center;">Yes No</p> <p>No. of days suspended: _____</p>
<p><i>Please give reasons for suspension</i></p>	
<p>Other Comments</p>	