



Our Lady of Perpetual Succour Catholic Primary School

Enrolment Procedures - 2020

Obtain an Enrolment Package

- Download an Enrolment Package from the school website www.olpsdbb.catholic.edu.au **or**
- Phone or email the School Office to have an Enrolment Package posted to your home address **or**
- Visit the School Office at 64 Kendall St, West Pymble

Please complete the following forms:

1. Enrolment Form
2. Local Excursion Permission Form
3. Email Address for Fee Statements Form
4. Photograph / Video Permission Form
5. Section A of the Parish Priest Reference Form and
6. Household Information Form

Gather together originals of all the documentation:

Original Birth Certificate
Original Baptismal Certificate and
Immunisation records.

Please present the originals of these documents to the School Office with your Enrolment forms. They will be photocopied and the originals returned to you.

Submit documentation

Hand in all the above documentation with the \$80 enrolment fee to the school office. All documentation must be submitted by Friday 20 March 2020 or at your appointment with the Principal.

Arrange an interview time for you and your child with the Principal through the school office

All documentation needs to be submitted before an interview takes place. Interviews with the principal will take place between Monday 9 March and Friday 3 April 2020. During this interview we will begin to gather information about your child. Appointments can be made through the school office.

The Parish Priest and Principal will be conducting meeting groups

You must meet with the Parish Priest to have the Parish Priest Reference Form signed. Appointments can be made through the School Office

Looking forward to being of service to you in this wonderful school.

With Love We Grow

Ms Sue Host

Principal
March 2020