

KOTARA HIGH SCHOOL

KEY TRANSITION STAFF – Year 7 2025



Mr Mark Snedden
Principal



Mr Dan Garner
Deputy Principal
Year 7 - 2025



Mr Tim Goodwin
Head Teacher
Secondary Studies



Ms Allana Harding
Head Teacher
Teacher & Learning and
Enrichment Class Coordinator



Mr Justin Paterson
Year 7 Adviser
2025



Ms Sian Fielding
Year 7 Assistant Adviser
2025



Ms Yolandi Shields
Head Teacher Wellbeing
Year 7 - 2025



Mrs Kerry-Spicer-Worth
Head Teacher Wellbeing

KEY DATES

- **Enrichment class**
Application due: Friday 14 June 2024
Placement test: Thursday 25 July 2024
- **GEM Workshops:** various dates throughout Term 3
- **Taster lessons:** Week 5-7 of Term 3
- **Orientation Day:** Tuesday 3 December 2024
- **Parent Information Evening – No. 2:** Tuesday 3 December 2024



Enrolment Document Checklist

The following documents must be provided to complete the enrolment process.

1. Proof of child's identity, date of birth and residency:

| | |
|---|---|
| Australian citizen | <input type="checkbox"/> Birth certificate (<i>original</i>), or <input type="checkbox"/> Child's Australian passport (<i>original</i>) |
| Australian citizen child with permanent resident parent or parents born overseas but Australian citizens at time of child's birth | <input type="checkbox"/> Child's Australian passport (<i>original</i>), or <input type="checkbox"/> Birth certificate (<i>original</i>) AND <input type="checkbox"/> Permanent resident visa of parent showing permanent residency, or Parent's Australian passport, or Citizenship certificate (<i>original</i>) |
| Permanent resident | <input type="checkbox"/> Passport (<i>original</i>) <input type="checkbox"/> Permanent Resident Visa (<i>electronic copy permitted</i>) |
| New Zealand citizen | <input type="checkbox"/> New Zealand passport (<i>original</i>) |

2. Proof of family address: 100 points required. Originals must be sighted

| | |
|-----------------------------------|---|
| 40 points each Only 1 of these | <input type="checkbox"/> Council rates notice <input type="checkbox"/> Residential lease through an estate agent of at least 6 months duration/rental board bond receipt <input type="checkbox"/> Exchanged contract of sale with settlement to occur within the applicable school year |
| 20 points each | <input type="checkbox"/> Private rental agreement for a period of at least 6 months <input type="checkbox"/> Centrelink payment statement showing home address <input type="checkbox"/> Electoral roll statement |
| 15 points each | <input type="checkbox"/> Gas or electricity bill showing the service address * <input type="checkbox"/> Water bill showing the service address* <input type="checkbox"/> Telephone or internet bill showing the service address* <input type="checkbox"/> Drivers licence or government issued ID home address* <input type="checkbox"/> Home building or home contents insurance showing the address <input type="checkbox"/> Motor vehicle registration or compulsory third party insurance policy showing home address <input type="checkbox"/> Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this |

* Up to three months old

3. Immunisation

- Proof of immunisation (*must be from Australian Immunisation Register*)

4. Other documents (*if relevant*)

- | | |
|--|--|
| <input type="checkbox"/> Family law or other relevant court orders | <input type="checkbox"/> Health Care Plans from student's doctor |
| <input type="checkbox"/> Specialist reports | <input type="checkbox"/> Other |