



Albany Hills State School

Keong Road
Albany Creek Qld 4035

PO Box 378
Albany Creek Qld 4035

Phone: 07 3264 0777
Fax: 07 3264 0700

Email: admin@albahillss.eq.edu.au
Website: www.albahillss.eq.edu.au

Prep 2018 Enrolment Information

Dear Parents and Carers

Albany Hills State School has an [Enrolment Management Plan](#). Please read this document.

You are welcome to collect enrolment forms from our office or download them from our website. Your child's birth certificate will be required to be sighted in order to process your enrolment application. Office hours are 8.00 am – 3.30 pm weekdays. If it is more convenient, we will post them to you; just email us at admin@albahillss.eq.edu.au or phone 3264 0777. Completed enrolment forms may be submitted from Wednesday 1 March 2017.

You are welcome to book in for a tour of the school. Just contact us for a suitable time.

Parent information sessions for 2018 prep parents will be held on Monday 8 May 2017 at 9.00 am and Tuesday 9 May 2017 at 6.30 pm. Tours will also be conducted after the Monday morning session.

Parents are very welcome to bring children to our school for Under Eights' Morning on Monday 15 May, 9.00 am – 10.30 am. Activities include music making, art activities, balloon animals, and an obstacle course. This is a wonderful opportunity for you and your child to get to know our great school.

It is planned at this stage that parents of students with siblings at Albany Hills State School, those in catchment, and some from the out of catchment waiting list will be contacted around July/August 2017. This will be to make an appointment for you and your child to attend an interview with the Deputy Principal in August/September.

As per our School Enrolment Management Plan, new families living within catchment need to provide current proof of residency by way of one of each of the following:

- One primary source - a current rental/lease agreement or rates notice, or unconditional sale notice; **and**
- One secondary source – a utility bill (electricity, gas) showing this same address and parent's/legal guardian's name.

Students of parents residing out of catchment are welcome to submit applications for enrolment and will be placed on a waiting list.

An orientation morning is planned for November 2017 for students enrolled for 2018.

Please feel free to email or phone (3264 0777) should you require any further information.

I look forward to meeting you and assisting your child with a very successful transition to school.

Kind regards

Beth Henderson
Deputy Principal
admin@albahillss.eq.edu.au