



## Proof of Residential Address - Enrolment Management Plan Mount Cotton State School

Mt Cotton State School recognises as its prime obligation the provision of access to an appropriate educational service for students resident within this community as defined by its local catchment area.

Our Enrolment Management Plan (estab. 2011) requires families, **new to the school**, to supply the school with documents that provide proof of residency within our catchment area.

### Proof of Residential Address:

Parents or legal guardians who wish to enrol their child at Mount Cotton State School are required to demonstrate that the **student's principal place of residence** is within the catchment area. Current proof of residency at the address indicated is as follows:

- **One primary source** - a current lease agreement, rates notice or unconditional sale agreement, **and**
- **One secondary source** - a utility bill, (eg electricity, gas) showing this same address.

In addition to the documents listed above, students living with a relative/other person within catchment must provide the following:

- **Properly sworn Statutory Declaration** from the student's parent/legal guardian; and
- **Properly sworn Statutory Declaration** from the person/s the student will be residing with in-catchment.

The Principal may also request additional pieces of proof of residency and interview/s with all parties to discuss the living arrangement.

Please ensure that the documentation for your child's enrolment is given to the Enrolments Officer prior to the commencement of the school year.

If you have any concerns or questions please contact the school office on 3822 0444.

*M. Steward*

Meagan Steward  
Principal