



DOCUMENTATION REQUIRED PRIOR TO ENROLMENT AT BROWNS BAY SCHOOL

The documentation listed on check list below will be required immediately prior to a child starting at Browns Bay School.

Students will not be able to start at school until this documentation is received by the school.

Under legislation, the Board of Trustees has the right to annul any enrolment accepted on the basis of false information presented.

1.	<p>For any child starting school in New Zealand for the first time:</p> <p>NZ Born Students</p> <ul style="list-style-type: none"> ○ The birth certificate for your child (showing proof of citizenship) ○ NZ Passport – <i>only required if NZ citizenship not shown on Birth Certificate</i> ○ The immunisation certificate for your child <p>Students Born outside NZ</p> <p>NZ Citizens</p> <ul style="list-style-type: none"> ○ Birth Certificate ○ NZ passport or Citizenship Certificate <p>All Other Nationalities</p> <ul style="list-style-type: none"> ○ Birth Certificate ○ Passport ○ Entry stamp showing date of first entry to NZ <p>and</p> <ul style="list-style-type: none"> ○ (a) Residency Permit <u>or</u> ○ (b) Student Permit together with parents passport and Work Permit
2.	<p>Proof of place of residence at the time of starting at Browns Bay School</p> <p>For all students:</p> <ul style="list-style-type: none"> ○ A current utilities account (power or gas) or a supply agreement if an account has not yet been received. <p>AND at least one of the following:</p> <p>OWNER OCCUPIED PROPERTY</p> <ul style="list-style-type: none"> ○ The most recent rates demand ○ A recent purchase agreement ○ A current telephone land line account <p>RENTAL PROPERTY</p> <ul style="list-style-type: none"> ○ Current rental/tenancy agreement ○ The most recent telephone land line account
3.	<p>Further documentation may be requested by the school.</p>

NOTE: To make a false declaration is a criminal offence.

The Ministry of Education has advised that parents should be warned of the possible consequences of deliberately attempting to gain unfair priority in enrolment by knowingly giving a false address or making an in-zone living arrangement which they intend to be only temporary. The Board of Trustees may review and annul the enrolment under Section 110A of the Education Act 1989.