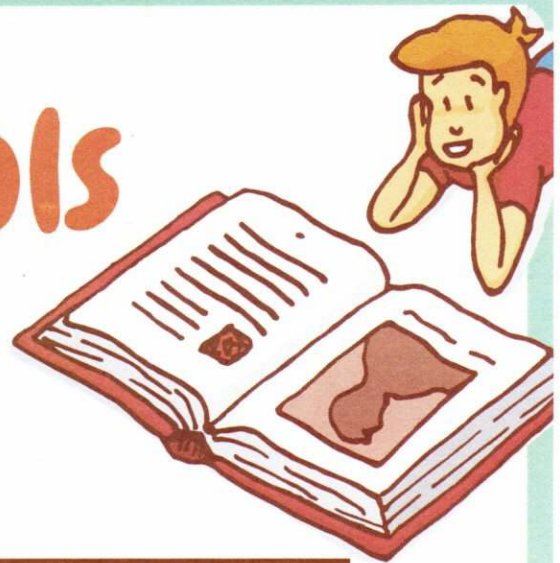


# Moving schools

## A checklist for parents



### ☐ BEFORE YOU GO

- Notify the present school of the move.
- Discuss the move with your child. Answer their questions – reassure them.
- Ask the school for reports, samples of work and other relevant information for collection prior to departure.
- If known, contact the new school for information, or speak to your DCO R/EDLO about schooling options in the new area.

### ☐ KEEP RECORDS

- Copy of birth certificate.
- Record of immunisation if applicable.
- Your child's most recent report and/or NAPLAN report.
- Updated assessment of special needs.
- Samples of school work
- Any further information relevant to your child's education.

### ☐ ON ARRIVAL

- Make appointments with principals or enrolment officers.
- Advise school of previous school and complete Student Data Transfer parental consent form to allow your child's records to be transferred between schools.
- At the appointment discuss your child's strengths and weaknesses, placement, special needs (if applicable), school policies and wellbeing programs.
- Discuss the new school with your child. Answer questions and reassure them.
- Familiarise yourself and your child with the new school routines, requirements and expectations, establish forms of communication between school and home.
- Allow approximately four weeks for your child to settle in and for teachers to get to know them. Make a time to meet with the new teacher to discuss progress or concerns. Don't just rely on parent/teacher interviews.
- Talk to your R/EDLO about eligibility for Education Assistance if the school thinks your child is behind and needs additional tutoring.

