

# URGENT

Thursday 3<sup>rd</sup> August 2017

Dear Parents,

As hard as it may seem we are already a long way into planning for 2018 at Pakenham Springs.

As such, it is important that we have an accurate indication of enrolments for 2018 as soon as possible as this determines the number of classes, class size, staff and rooms that we will require.

If you have a child/children starting at the school or leaving the school at the end of the year or earlier, it would be appreciated if the form below could be filled in and returned to the school as soon as possible.

If you know of any other families not currently at the school who intend enrolling for 2018 please advise them to contact the school as soon as possible.

**Kerryn Baillie**  
Principal



<b>ENROLMENT 2018 UPDATE</b>			
<b>Arrivals/Departures to/from Pakenham Springs for 2018</b>			
Surname: _____			
Child's First Name	Year level for 2018	Expected arrival/ departure date	Name of School (if known) transferring to.
Address: _____			

My child/children will be:

enrolling at Pakenham Springs

leaving Pakenham Springs

If you are enrolling, do you already have a child at the school?

YES

NO

**PLEASE RETURN TO THE SCHOOL OFFICE AS SOON AS POSSIBLE**  
Please note, if your child is "staying" at the school in 2018 or you have a child currently in Year 6 – there is no need to return this notice. Thankyou.