

ENROLMENT PROCEDURE FOR PREP – 2026

This timeline has been devised to assist you with the enrolment procedure at St Francis Xavier Primary School.

School Tours

Personal school tours can be organised for any day of the week. The Principal, or a member of the School Leadership Team would be happy to share with you the amazing things that our school has to offer and to answer any questions that you may have.

Please contact the school office on **(03) 9783 3424** and make an appointment.

Enrolments Open

Enrolment forms for Prep 2026 should be submitted to the school office before Friday May 16th, 2025. All families who have lodged an application form will be contacted and asked to book an Enrolment Interview.

Late enrolments will be accepted if there are still spaces available.

Enrolment Interviews

Enrolment Interviews will take place over a two-week period in June and we ask that you allow 30 minutes for this meeting. The child being enrolled must attend the interview with one or both parents.

Acceptance letters will be posted to families at the conclusion of the interviews.

Parent Information Evening

A compulsory Information Evening will be held for all parents on **Wednesday October 22nd at 7:00pm.**

Prep Orientation Days

Prep students will partake in 4 x 1 hour Orientation sessions during Term 4.

- **Thursday 23rd October** 9:15am – 10:15am
- **Thursday 30th October** 9:15am – 10:15am
- **Thursday 6th November** 9:15am – 10:15am
- **Thursday 13th November** 9:15am – 10:15am