

2024 Foundation (Prep) enrolment

Our school zone

Our school zone is available on findmyschool.vic.gov.au which hosts the most up-to-date information on school zones in Victoria.

Students residing within our school zone are guaranteed a place at our school, which is determined based on your permanent residential address.

Our school manages enrolments using the [Placement Policy](#) to ensure that students have access to their designated neighbourhood school and may enrol at another school, if there are available places.

For more information, you can:

- visit [School zones](#) for answers to frequently asked questions
- call the Victorian School Building Authority (VSBA) on [1800 896 950](tel:1800896950)
- email the VSBA at vsba@education.vic.gov.au

Foundation (Prep) enrolments

The Department of Education has a State-wide Foundation (Prep) enrolment timeline.

The timeline advises families when and how to enrol their child into Foundation (Prep) at a Victorian government primary school, including Melrose Primary School.

You can find information and resources about the enrolment timeline at: [Enrolling in Foundation \(Prep\)](#).

You can find information and resources about the new timeline, including factsheets and the '*Foundation (Prep) Enrolment Information Pack for Parents/Carers*', at: [Enrolling in Foundation \(Prep\)](#).

You will be able to apply to enrol your child in Foundation (Prep) 2024 at Melrose Primary School **from 24 April 2023**.

What you need to do:

1. Contact our school on 0260 591955 to book a school tour or to learn more about our school and the enrolment application process
2. Download the Foundation (Prep) enrolment information pack from [Enrolling in Foundation \(Prep\)](#)
3. Submit an enrolment application for Foundation (Prep) **by Friday 28 July 2023**
4. You will be notified of the outcome of your application **by Friday 11 August 2023**. If you receive an enrolment offer, you should contact our school to accept the offer by **Friday 25 August 2023**
5. Take part in enrolment information and transition sessions during Term 4, 2023
6. Your child will start Foundation (Prep) from **Tuesday 30 January 2024**.

Enrolment applications submitted after 28 July 2023 will be processed by our school as they are received, in accordance with the department's Placement Policy.