

Foundation (Prep) Enrolment Information Pack for the **Early Childhood Sector**

Guidance and resources for the early childhood sector regarding 2027
government school Foundation enrolments



Contents

Introduction	3
Steps to enrol in Foundation for 2027 school year	3
How you can support families	3
Helpful resources	4
Downloadable resources	4
Useful links	5
Suggested social media content	6
Posts	6
Social media tiles	6
Suggested newsletter content	7
Suggested website content	8
Poster	9
Factsheet for families	10

© State of Victoria (Department of Education) 2026



Foundation (Prep) Enrolment Information Pack for the Early Childhood Sector is provided under a Creative Commons Attribution 4.0 International licence. You are free to re-use the work under that licence, on the condition that you credit the State of Victoria (Department of Education), indicate if changes were made and comply with the other licence terms, see: Creative Commons Attribution 4.0 International

The licence does not apply to:

- Government logo and the DE logo; and
- content supplied by third parties.

any images, photographs, trademarks or branding, including the Victorian Copyright queries may be directed to copyright@education.vic.gov.au

Introduction

Foundation (Prep) is the first year of primary school in Victoria. Children who turn 5 years old by 30 April 2027 are eligible to start Foundation in 2027. Schooling becomes compulsory once a child turns 6.

In Victoria, every child has the right to attend their designated neighbourhood government school ('local school'), as set out in the [Education and Training Reform Act 2006](#).

The Victorian government supports school choice. This means that parents and carers can apply to schools other than their local school. Schools will consider the application in line with the department's Placement Policy and offer enrolment if there are available places.

Early childhood education and care providers and services play an important role in helping families prepare for the transition to school.

Early childhood education and care providers and services are invited to share the information available in this pack about the statewide Foundation enrolment timeline with staff and families.

How to enrol a child in Foundation (Prep)

Parents and carers can apply to a Victorian government primary school **from Monday 20 April 2026** (the start of Term 2, 2026).

Here's what parents/carers need to do:

- 1. Find their local government primary school**

Visit <http://www.findmyschool.vic.gov.au> to find their local school or nearby schools.

- 2. Contact the school (optional)**

Contact the primary school to book an optional school tour. Confirm whether the school will be using the online or paper-based enrolment process. This information will be available through the school's website.

- 3. Submit an enrolment application**

Submit an enrolment application by Friday 31 July 2026 either online (via [VicStudents](#)) or using the paper form depending on the school's process. The form is available in this pack.

- 4. Receive and choose to accept an outcome**

Families will be notified of the outcome of their application between Monday 3 August and Friday 14 August 2026. If families receive an offer, they should accept the offer by Friday 28 August 2026.

- 5. Prepare for the child's transition to school**

Take part in student transition sessions during Term 4, 2026, organised by the primary school. Students will start school on Thursday 28 January 2027.

Applications submitted after the due date of 31 July 2026 will still be accepted and processed by the school as they are received, in accordance with the department's Placement Policy.

If a family wishes for their child to attend a non-government school (Catholic or independent), they should contact the school directly for their enrolment processes.

For information about enrolling in a government specialist school, please visit: vic.gov.au/how-choose-school-and-enrol.

Using this pack to support families

This pack provides an overview of the primary school enrolment timeline and process, which can be shared with staff and families through your communication channels.

There are a range of optional materials for communications, including a poster, factsheet, social media content, website content and newsletter template. It also includes links to Victorian Government webpages.

Helpful resources

You are encouraged to advise families to contact their preferred government primary school for further information or support. To further assist, we have compiled a list of useful links and resources and links.

Key Resources

We encourage you to reference and/or use the resources provided in this pack in your communications with staff and families.

Suggested email template	Page 5
Suggested social media content – posts and tiles	Page 6
Suggested newsletter content	Page 7
Suggested website content	Page 8
Enrolling in Foundation (Prep) poster for families The poster provides a step-by-step guide of the enrolment process, without any specific dates for enrolment so it can be displayed all year round. Translations are available at: Enrolling in Foundation (Prep) vic.gov.au . You are encouraged to print the attached high-quality PDF file for display in settings where staff and parents/carers will see it.	Page 9
Enrolling in Foundation (Prep) factsheet for families The factsheet includes key dates in the 2026 enrolment and appeals process, as well as Frequently Asked Questions (FAQs) and references to relevant policies. Translations are available on: Enrolling in Foundation (Prep) vic.gov.au	Pages 10-12

Useful Links

- Find my school - findmyschool.vic.gov.au
- Information on school zones - vic.gov.au/school-zones
- Enrolling in Foundation (Prep) - vic.gov.au/enrolling-foundation-prep
 - Families are encouraged to download the enrolment information pack for parents/carers available on this page.
- Transition support - vic.gov.au/moving-primary-school
 - [Transition: a positive start to school resource kit](#)
 - Information on completing [Transition Learning and Development Statements](#).
- Enrolling in school - vic.gov.au/how-choose-school-and-enrol
- Disability and inclusive education - vic.gov.au/disability-and-inclusive-education
- Department of Education contact - Call 1800 338 663 or email: enquiries@education.vic.gov.au

If your organisation has any questions, you can contact your relevant regional office. Contact information can be found here: vic.gov.au/contact-early-childhood-improvement-branch.

Suggested email template

Early childhood education and care providers and services may use this template to share the enrolment information timeline and process with the families of children starting primary school in 2027. You may adapt the wording and include further information as needed. If you wish to send this email out, please do so either **once the application period opens (20 April 2026)** or **prior to the due date (Friday 31 July 2026)**.

Dear parents

[Insert appropriate opening paragraph that is most suitable to you]

As your child will be starting primary school from next year, it is important to start planning for **2027 Foundation (Prep) enrolments**.

I wanted to share the statewide timeline released by the Department of Education, if you wish to apply to a Victorian government primary school.

Key dates include:

- Enrolment applications **open from Monday 20 April 2026** (the start of Term 2, 2026).
- Families submit an application to the school **by Friday 31 July 2026** (the 'last Friday of July'). You may apply to more than one school.
- Schools notify families of application outcomes **between Monday 3 and Friday 14 August 2026**.
- Families receiving an offer should respond to the offer by **Friday 28 August 2026**.

Department of Education Enrolment Policy

Enrolment at a Victorian government primary school is subject to the Department of Education's Enrolment Policy. Students who live within the school zone are guaranteed a place. School zones are available on [findmyschool.vic.gov.au](https://www.findmyschool.vic.gov.au). All other applications will be considered in accordance with the Placement Policy.

For more information

More information is available at: [vic.gov.au/enrolling-foundation-prep](https://www.vic.gov.au/enrolling-foundation-prep). If you have any questions about the enrolment process, you can access the resources on this webpage or contact your preferred school(s) directly.

If you have any questions about your child's transition to school, please speak with us. We are here to support you during this important milestone.

Yours sincerely

[Personalised sign off]

[Signature block]

Suggested social media content

These sample social media posts and tiles may be used for your own social channels to help raise awareness of the enrolment timeline. If you wish to post content to social media, please do so **prior to the application due date** of Friday 31 July 2026, using the template wording provided below. You can mix and match the post and social media tile options.

Posts

Option A

Is your child starting primary school in 2027? Apply by **Friday 31 July 2026** to enrol in a government primary school. For more information, visit vic.gov.au/enrolling-foundation-prep

Option B

The first year of primary school is called Foundation or Prep. If your child is starting school in 2027, it's time to enrol! Apply by **Friday 31 July 2026** to enrol in a government school. For more information, visit vic.gov.au/enrolling-foundation-prep

Option C

If your child turns 5 years old by 30 April 2027, they can start primary school next year. Apply by **Friday 31 July 2026** to enrol in a government school. For more information, visit vic.gov.au/enrolling-foundation-prep

Download social media tiles

Please click on the images below to download the social media tiles.

Option 1



Option 2



Suggested newsletter content

The template content below may be used in your newsletter or preferred communications channels to families to help raise awareness of the enrolment timeline. If you wish to share this information, please do so **prior to the application due date of Friday 31 July 2026**.

Enrol your child in primary school for 2027

If your child is turning **5 years old by 30 April 2027**, it is time to decide where they will go to school.

The first year of primary school is called Foundation or Prep. All Victorian government primary schools follow a statewide Foundation enrolment timeline. The timeline helps you to understand when and how to enrol your child in Foundation at a Victorian government school.

The Foundation enrolment timeline only applies to government primary schools. If you wish for your child to attend a non-government school (Catholic or independent school), please contact these schools directly for their enrolment processes.

Applications to government schools for the 2027 school year **open on Monday 20 April 2026** and are **due by Friday 31 July 2026**.

Here's what you need to do:

1. Find your local school

Visit <http://www.findmyschool.vic.gov.au> to find your local government primary school or nearby schools.

2. Contact the school

Contact the primary school to book an optional school tour. Confirm whether the school will be using the online (VicStudents portal) or paper-based enrolment process. This information will be available through the school's website.

3. Submit your application

Submit an application by Friday 31 July 2026 either online ([VicStudents](#)) or using the paper form based on the school's process. The form is available in the Foundation (Prep) Enrolment information pack for parents and carers, available on the [Enrolling in Foundation \(Prep\)](#) page.

4. Receive and choose to accept an outcome

You will be notified of the outcome of your application between Monday 3 August and Friday 14 August 2026. If you receive an offer, you should accept the offer by Friday 28 August 2026.

5. Prepare for your child's transition to school

Take part in student transition sessions during Term 4, 2026, which will be organised by the school. Your child will start Foundation from Thursday 28 January 2027. For further information go to: [Transition to school resources for families](#).

In Victoria, your child has a right to enrol in their local school. Your local school is determined on the basis of your child's permanent address.

You can also apply for a place at a school that is not your local school. The school should enrol your child if there is a place available, in line with the Department of Education's Placement Policy.

You can contact a government primary school if you have any questions about enrolling in school. Information and resources are also available on the Victorian Government website at vic.gov.au/enrolling-foundation-prep.

This is one important part of the transition to school process. Further information on transition to primary school, including Transition Learning and Development Statements, will be provided to parents and carers later this year.

Optional: You may choose to attach a copy of the poster and factsheet on pages 8-11 of this pack.

Suggested website content

The template content may be used on your website to help raise awareness about the enrolment timeline. The content does not include any specific dates and so does not require updating year on year.

Foundation (Prep) enrolments

Starting primary school is an exciting time for children, parents and carers. In Victoria, the first year of primary school is called Foundation or Prep. If your child is turning **5 years old by 30 April** of the year before they start primary school, they are eligible to enrol.

All Victorian government primary schools follow a statewide Foundation enrolment timeline. The timeline advises families when and how to enrol their child into Foundation at a government primary school.

Enrolments for Foundation open **the year before your child starts school**. Families are asked to submit enrolment applications by the last Friday in July.

For more information and resources about the enrolment timeline, please visit: [Enrolling in Foundation \(Prep\)](#).

Optional: You may choose to upload a copy of the poster and factsheet on pages 8-11 of this pack.

Preview only: This image is a screenshot for reference. Please download and print the attached high-quality PDF file available [here](#): [Enrolling in Foundation \(Prep\) | vic.gov.au](#).



Ready to start primary school?

Now that your child is turning 5, it's time to think about enrolling them in primary school. The first year of primary school is called Foundation (Prep). Children can start Foundation if they turn 5 years old by 30 April in the year they begin school. School is compulsory for children who are 6 years old.

How to enrol in a Victorian government primary school

Before you apply

- Work out what year your child can start school based on their age
- Find schools and your school zone at findmyschool.vic.gov.au
- Contact primary schools from Term 1 to book a tour (optional).

How to apply

- Foundation (Prep) applications open from the start of Term 2
- Submit your application form by the last Friday in July
- The school will contact you with an outcome in the first 2 weeks of August.



Learn more at
vic.gov.au/enrolling-foundation-prep

The
Education
State

VICTORIA
State
Government | Department
of Education

Enrolling in primary school for 2027

Foundation (also known as Prep) is the first year of primary school in Victoria.

Your child can start school if they turn 5 years old before 30 April 2027.
School is compulsory once your child turns 6 years old.

When can I apply?

Applications to enrol in a Victorian government primary school for 2027:

- Open from **Monday 20 April 2026**
- Are due by **Friday 31 July 2026**.

What are my child's enrolment rights?

In Victoria, your child has the right to attend their designated neighbourhood school (your 'local school') under the *Education and Training Reform Act 2006*. Your local school is determined by the school zone for your permanent residential address. To learn more about how enrolment decisions are made, visit [Enrolling in school](#).

How do I enrol my child in their first year of primary school?

Here's how to enrol your child in their first year of primary school:

1. Find your local school

Visit www.findmyschool.vic.gov.au to find your local government primary school or nearby schools.

2. Contact the school

Contact the primary school to book an optional tour. Confirm whether the school will be using the online (VicStudents) or paper-based enrolment process. This information will be available through the school's website.

3. Download an information pack

Download the Foundation (Prep) enrolment information pack from [Enrolling in Foundation \(Prep\)](#). The pack will be available by Thursday 2 April 2026.

4. Submit your enrolment application

Submit an enrolment application **by Friday 31 July 2026** either online (VicStudents) or using the paper form based on the school's process described on their website.

5. Receive an outcome

You will be notified of the outcome of your enrolment application **between Monday 3 August and Friday 14 August 2026**. If you receive an offer, you should accept the offer **by Friday 28 August 2026**.

6. Prepare for your child's transition to school

Take part in student transition sessions during Term 4, 2026. Your child will start Foundation from **Thursday 28 January 2027**.

How do I find my local school?

Find your local school on the [Find my School](#) website by following the steps below:

1. Enter www.findmyschool.vic.gov.au into your browser.
2. Enter your permanent residential address under 'Enter your address to get started'.
3. Select 2027 under 'Enrolment year'. **School zones for 2027** will be available **by Thursday 2 April 2026**.
4. Select Primary under 'School type'.

The map will then show your address, your local school and, on the left, the contact details for the school. If you scroll down, it will also show you the five closest schools to your address. You can also search by school name under 'Search for school'.



What if my enrolment application is unsuccessful?

If your application is not successful, you can:

- **Apply** to another school. Your child is guaranteed a place at their local school. Visit [Find my School](#) to locate your child's local school.
- Appeal the decision. The [Enrolling in Foundation \(Prep\)](#) page has information on the process to appeal an enrolment application outcome.

What happens if I miss the enrolment timeframes?

You can apply to enrol your child into Foundation for the 2027 school year at any time from **Monday 20 April 2026**.

While you are asked to submit an enrolment application **by Friday 31 July 2026**, late applications will still be accepted from families who may have missed the enrolment timeframe, moved permanent residence or have newly arrived to Victoria.

Enrolment applications **submitted after 31 July 2026** will be managed by the primary school **as they are received**, in accordance with the department's Enrolment Policy.

Where can I find further information on enrolling in primary school?

You can ask your local primary school for further information on the Foundation enrolment process.

From **Monday 20 April 2026** you can also find an information pack on the Foundation enrolment process on the [Enrolling in Foundation \(Prep\)](#) page.

If you require help translating the information pack, please talk to your local primary school for assistance.

Who do I contact for help?

The Transition Coordinator, Enrolment Officer or Principal of the primary school you want to apply to can help you with any questions you may have about the enrolment process.

Useful links

Please find some useful links below that may be helpful for you as your child starts primary school:

Find my School – findmyschool.vic.gov.au

Information on school zones – vic.gov.au/school-zones

Enrolling in Foundation (Prep) – vic.gov.au/enrolling-foundation-prep

Enrolling in school – vic.gov.au/how-choose-school-and-enrol

Disability and inclusive education – vic.gov.au/disability-and-inclusive-education

Regional office contacts – vic.gov.au/office-locations-department-education

Timeline for 2027 Foundation (Prep) enrolments

2026 Dates	What do parents/carers need to do?
Term 1	Tuesday 27 January (students start 28 January) – Thursday 2 April 2026
Terms 1 and 2, 2026	<ul style="list-style-type: none"> Attend school tours organised by primary schools (<i>optional</i>).
By Thursday 2 April 2026	<ul style="list-style-type: none"> School zones for the 2027 school year are available. You can find your local school at www.findmyschool.vic.gov.au.
Term 2	Monday 20 April – Friday 26 June 2026
From Monday 20 April 2026	<ul style="list-style-type: none"> From the start of Term 2, complete and submit your child’s application – either online or using the Application Form in the Enrolment Information Pack, depending on what your school advises. You can download the Enrolment Information Pack from Enrolling in Foundation (Prep) for more details.
Term 3	Monday 13 July – Friday 18 September 2026
By Friday 31 July 2026	<ul style="list-style-type: none"> Submit your completed application to the primary school by this date.
Between Monday 3 August and Friday 14 August 2026	<ul style="list-style-type: none"> Primary schools will notify you in writing of enrolment outcomes during this period. If your application is not successful, you may lodge an appeal with the primary school.
By Friday 28 August 2026	<ul style="list-style-type: none"> Confirm acceptance of your child’s place by completing the Enrolment Form provided with the enrolment offer. If you intend to appeal, submit a written appeal to your primary school by Friday 28 August.
By Friday 11 September 2026	<ul style="list-style-type: none"> Primary schools will notify you in writing of appeal outcomes.
By Friday 18 September 2026	<ul style="list-style-type: none"> If you have unsuccessfully appealed to your primary school, you may submit a written appeal to the relevant Regional Director.
Term 4	Monday 5 October – Friday 18 December 2026
Term 4, 2026	<ul style="list-style-type: none"> Attend transition sessions hosted by primary schools.
By Friday 6 November 2026	<ul style="list-style-type: none"> If you have lodged an appeal with the Regional Director, the region will notify you in writing of the outcome by this date. This only applies to appeals received by the closing date of Friday 18 September.