

Meeting Date/time:

Attended:

Offer Sent:

Accepted:



Date application received: / /

Sacramental Certificates sighted: Yes ☐ No ☐

Baptism: _____ Date: / /

Reconciliation: _____ Date: / /

Eucharist: _____ Date: / /

Confirmation: _____ Date: / /

Birth Certificate sighted: Yes ☐ No ☐

Immunisation Certificates sighted: Yes ☐ No ☐

St. Patrick's Parish School, Albury

APPLICATION for ENROLMENT

(Completion of this application does not automatically guarantee enrolment)

FOR

(STUDENT'S FULL NAME)

Child's Religion: _____

Parent/Guardian's Name/s: _____

Principal: Mrs Marie Cameron

Address: 444 Kiewa Street, Albury NSW 2640

Phone: 0260 214464 Fax: 0260 213694

Email: info@spaww.catholic.edu.au

Website: www.spaww.catholic.edu.au

Parish: Albury

* Please note that some details required for completion of this form are of a personal nature. It is a Commonwealth Government requirement that they be completed for reporting purposes.

Year Level into which admission is sought (please circle)	K	1	2	3	4	5	6
Proposed date of commencement (if later than the beginning of Term 1)							
Office use only Family code:	Student ID number:						

APPLICATION TO ENROL IN A CATHOLIC SCHOOL

DIOCESE OF WAGGA WAGGA

When you come to the school to enrol please bring each of these documents with you:

- **Proof of student's residential address** (eg. original copies of council rates notice, residential lease, electricity accounts, statutory declaration etc)
- **Birth certificate or identity documents**
- **Copies of any family law or other relevant court orders** (if applicable)
- **Immunisation history statement** (only required for students enrolling in primary schools for the first time).

In addition, if your Child is not a permanent resident, you will need to provide:

- **Passport or travel documents**
- **Current visa and previous visas** (if applicable).

In addition, if your child is a temporary visa holder you will also need to provide:

- **Authority to Enrol** issued by the Temporary Visa holders Program Unit. This is required for visitor and temporary visa holders (other than sub class 571P referred to below)
- **Authority to Enrol or evidence of permission to transfer** issued by the International Student Centre (if holding an international full fee student visa, sub class 571P)
- **Evidence of the visa the student has applied for** (if the student holds a bridging visa).

Your privacy protected

The school and the Catholic Schools Office are subject to the Privacy and Personal Information Protection Act 1998 (NSW) and the Health Records and Information Privacy Act 2002.

The information you provide will be used to process your child's application for enrolment, which may include a risk assessment.

Photographs at school

Taking photographs of students can constitute a collection of their personal information. Occasionally photographs are taken of individual students and classes of students at school.

If you **do not wish** your child to be photographed under any circumstances, please make sure you have specified this.

Your child's information will only be used or disclosed for the following purposes:

- General student administration relating to the education and welfare of the student
- Communication with students and parents or carers
- To ensure the health, safety and welfare of students, staff and visitors to the school
- State and National reporting purposes
- For any other purpose required by law.

The information will be stored securely. You may access or correct any personal information by contacting the school. If you have a concern or complaint about the way your personal information has been collected, used, or disclosed, you should contact the school.

The health-related information collected is subject to the *Health Records and Information Privacy Act 2002*. It is being collected for the primary purpose of ensuring the health and safety of all students, staff and visitors to the school. It may be used and disclosed to medical practitioners, health workers, other government departments and/or schools for this primary purpose, or for other, related purposes.

Do parents have to answer the questions?

We are required by law to ensure the health and safety of students, staff and visitors on our premises. It is therefore necessary for you to answer all questions on this form except those about your occupation and education.

The information you provide will assist the school to communicate with you and to care for your child while at school. Should you choose to submit an incomplete form, processing your application may be delayed and the quality of our service to you may be affected.

Giving false or misleading information is a serious offence. In the event that statements made in this application later prove to be false or misleading, any decision made as a result of this application may be reversed.

Why have we asked for information about your occupation and education?

Improving educational outcomes for all young Australians is central to the nation's social and economic prosperity and will position young people to live fulfilling, productive and responsible lives.

National Declaration on Educational Goals for Young Australians state:

Goal 1:
Australian schooling promotes equity and excellence.

Goal 2:
All young Australians become:

-successful learners
-confident and creative individuals
-active and informed citizens.

Achieving these educational goals is the collective responsibility of governments, school sectors and individual schools as well as parents and carers, young Australians, families, other education and training providers, business and the broader community.

To help us to make sure we are achieving these goals, all parents across Australia, no matter which school their child attends, are being asked to provide information about family background. The main purpose of collecting this information is to promote an education system which is fair for all Australian students regardless of their background.

We use the information to evaluate whether our policies are effective and to ensure that no group is experiencing undue disadvantage because of their economic or social background.

Providing information about your occupation and education is voluntary but your information will help us to ensure that all students are being well served by Australian schools.

The four groups listed on page '2' are used by the Australian Bureau of Statistics to classify occupations. Please choose the group that you think best describes you. If you have retired or stopped work in the past year please choose the group in which you used to work.

APPLICATION FOR ENROLMENT
Diocese of Wagga Wagga Systemic Schools



St. Patrick's Parish School
444 Kiewa Street, ALBURY NSW 2640

Email: info@spaww.catholic.edu.au

Website: www.spaww.catholic.edu.au

STUDENT DETAILS

STUDENT NAME

Surname:	Entry Year (eg 2010)	Entry Level/Grade (eg Yr 2)
First Name/s:		
Preferred first name:		
Date of Birth:	Religion:	
Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>		

HOME ADDRESS OF STUDENT

No. and Street Name:		
Suburb:	Home Ph:	Emergency G.E.O. Coding:
Postcode:	Email:	

SACRAMENTAL INFORMATION:

Baptism	Date:	Parish:	Certificate Supplied Yes <input type="checkbox"/> No <input type="checkbox"/>
Communion	Date:	Parish:	
Reconciliation	Date:	Parish:	
Confirmation	Date:	Parish:	
Current Parish:			

KINDERGARTEN ENROLMENTS ONLY

What type(s) of care outside of home did this student have prior to enrolling at school? (Choose the type accessed in the year prior to school.)	
Long day care..... <input type="checkbox"/>	Extent of prior to school care
Family day care..... <input type="checkbox"/>	Up to 6 hours per week..... <input type="checkbox"/>
Occasional care..... <input type="checkbox"/>	Up to 12 hours per week..... <input type="checkbox"/>
Pre-school..... <input type="checkbox"/>	12 hours to fulltime each week..... <input type="checkbox"/>
Playgroup..... <input type="checkbox"/>	Write the name of the pre-school or long day care or other prior to school service used. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Other care (please specify).....	

PREVIOUS SCHOOL / PRE-SCHOOL PERMISSION

Name of previous school / pre-school:	
I / We give permission for school to contact previous school or pre-school	Yes <input type="checkbox"/> No <input type="checkbox"/>

SIBLINGS ATTENDING A SCHOOL / PRE-SCHOOL

List all children in your family attending school or preschool (from oldest to youngest) – include applicant.			
Name	School / Pre-school	Year/Grade (current calendar year)	Date of Birth (preschool only)

STUDENT DETAILS		Student's surname and first name	
NATIONALITY			
Government requirement	Nationality.....		
In which country was the student born? Australia <input type="checkbox"/> Other – please specify			
Government requirement	Is the student of Aboriginal or Torres Strait Islander origin? <i>(For persons of both Aboriginal and Torres Strait Islander origin, mark both “Yes” boxes)</i>		
<div style="display: flex; justify-content: space-between; padding: 5px;"> No <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between; padding: 5px;"> Yes, Aboriginal <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between; padding: 5px;"> Yes, Torres Strait Islander <input type="checkbox"/> </div>			
RESIDENTIAL STATUS – please indicate below: <i>(original documents to be sighted and copies to be retained by school)</i>			
<input type="checkbox"/> Australian citizen (Naturalisation Certificate or Australian passport if Country of Birth is not Australia) <input type="checkbox"/> Permanent resident (passport if Country of Birth is not Australia) <input type="checkbox"/> Temporary resident (passport and visa) <input type="checkbox"/> Other/Visitor/Student/Passport/Other/Visa (passport and visa)			
Office Use Only:			
Residence Status: <input type="checkbox"/> Permanent <input type="checkbox"/> Non Permanent <input type="checkbox"/> Refugee		Visa Sub Class	
Date of Arrival in Australia		Visa Number	
Passport Number		Visa Expiry Date	
OSHC Membership Number		OSHC Expiry Date	
Confirmation of Enrolment – Course Code		Course Description	
Confirmation of Enrolment Number		Course Start Date	Course End Date
OS <input type="checkbox"/> BRVS <input type="checkbox"/> RSVS <input type="checkbox"/> ETV <input type="checkbox"/> PRS <input type="checkbox"/> LBOTE <input type="checkbox"/> ESL <input type="checkbox"/> ESLASSIST <input type="checkbox"/> NA/CIEC <input type="checkbox"/> CSS <input type="checkbox"/> SSCL <input type="checkbox"/> OHS <input type="checkbox"/>			
Government requirement	Does the student or their mother/guardian or their father/guardian speak a language other than English at home? <i>(If more than one language, indicate the one that is spoken most often)</i>		
<div style="display: flex; justify-content: space-between; padding: 5px;"> <div style="display: flex; align-items: center;"> No English only </div> <div style="display: flex; align-items: center;"> student <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> mother/guardian <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> father/guardian <input type="checkbox"/> </div> </div> <div style="display: flex; justify-content: space-between; padding: 5px;"> Yes Other – please specify </div>			
FAMILY MAILING DETAILS		FAMILY BILLING DETAILS	
<i>Leave address blank if same as student home address</i>		<i>Leave address blank if same as student home address</i>	
School mail to be sent to:		School accounts to be sent to:	
Name:		Name:	
Address:		Address:	
Postcode:		Postcode:	

STUDENT DETAILS

HEALTH AND SAFETY

Government
requirement

To your knowledge, is there anything in your child's history or circumstances (including medical history) which might pose a risk of any type to him or her, other students, or staff at this school?

Yes ☐ No ☐

If yes please provide a brief description:

.....

.....

.....

Please provide names and contact details of health professionals or other relevant agencies that have knowledge of these issues

.....

.....

Does your child have any history of violent behaviour?

Yes ☐ No ☐

Does your child have any history of behavioural problems
(including verbal bullying)?

Yes ☐ No ☐

Has your child ever been suspended or expelled from any previous
school?

Yes ☐ No ☐

If yes, was this for

- Actual violence to any person?
- Possession of a weapon or any items used to cause an injury?
- Intimidation, bullying or harassment of students or staff at a school?
- Threats of violence?
- Illegal drugs?
- Other (please specify).....

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☐

I / We will provide written consent to the school on request to contact
health professionals or other relevant agencies

Yes ☐ No ☐

COURT ORDERS (if applicable)

Are there any current court orders relating to the student?

Yes ☐ No ☐

If yes, copies of these court orders eg AVOs, Family Court/Federal Magistrate Court orders or other relevant court orders must be provided.

Is there other information you wish the school to be aware of?

.....

.....

.....

.....

.....

.....

STUDENT DETAILS		Student's surname and first name	
MOTHER / GUARDIAN			
Surname:		Title: (eg Mrs/Ms/Dr)	First Name:
Address: <i>(leave blank if same as student address)</i>			
		Residential Guardian Yes <input type="checkbox"/> No <input type="checkbox"/>	
Home Ph:	Business Ph:	Mobile:	Email:
Occupation:	Employer:	What is the occupation group? <i>(select from list of parental occupation groups on page 11)</i> Government Requirement <div style="border: 1px solid black; width: 150px; height: 20px; float: right;"></div>	
Religion:		Nationality:	
Country of Birth: Australia <input type="checkbox"/> Other <input type="checkbox"/> please specify.....			
Government requirement	What is the highest year of primary or secondary school the mother/guardian has completed: <i>(for persons who have never attended school, mark 'Year 9 or equivalent or below')</i>		
Year 9 or equivalent or below <input type="checkbox"/>	Year 10 or equivalent <input type="checkbox"/>	Year 11 or equivalent <input type="checkbox"/>	Year 12 or equivalent <input type="checkbox"/>
Government requirement	What is the level of the highest qualification the mother/guardian has completed: <i>(mark one box only)</i>		
No non-school qualification <input type="checkbox"/>	Certificate I to IV (including trade certificate) <input type="checkbox"/>	Advanced diploma/Diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>
FATHER / GUARDIAN			
Surname:		Title: (eg Mr/Dr)	First Name:
Address: <i>(leave blank if same as student address)</i>			
		Residential Guardian Yes <input type="checkbox"/> No <input type="checkbox"/>	
Home Ph:	Business Ph:	Mobile:	Email:
Occupation:	Employer:	What is the occupation group? <i>(select from list of parental occupation groups on page 11)</i> Government Requirement <div style="border: 1px solid black; width: 150px; height: 20px; float: right;"></div>	
Religion:		Nationality:	
Country of Birth: Australia <input type="checkbox"/> Other <input type="checkbox"/> please specify.....			
Government requirement	What is the highest year of primary or secondary school the father/guardian has completed: <i>(for persons who have never attended school, mark 'Year 9 or equivalent or below')</i>		
Year 9 or equivalent or below <input type="checkbox"/>	Year 10 or equivalent <input type="checkbox"/>	Year 11 or equivalent <input type="checkbox"/>	Year 12 or equivalent <input type="checkbox"/>
Government requirement	What is the level of the highest qualification the father/guardian has completed: <i>(mark one box only)</i>		
No non-school qualification <input type="checkbox"/>	Certificate I to IV (including trade certificate) <input type="checkbox"/>	Advanced diploma/Diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>
EMERGENCY CONTACTS (Other than parents and living within the Albury area)			
Title: (eg Mr/Mrs/Dr)		Surname: First Name:	
Home Ph:		Business Ph: Mobile:	
Relationship to Child:			
Title: (eg Mr/Mrs/Dr)		Surname: First Name:	
Home Ph:		Business Ph: Mobile:	
Relationship to Child:			

If you wish to list more emergency contacts please use a separate page.

STUDENT DETAILS

Student's surname and first name

PHOTOGRAPH & VIDEO PERMISSION

At certain times throughout the year, our students may have the opportunity to be photographed or filmed for our school publications, such as the school's newsletter or website & social media or to promote the school in newspapers and media.

The Wagga Wagga Diocesan Catholic Schools Office may also wish to use student photographs/videos in print & online promotional, marketing, media & educational materials.

We would like your permission to use your child's photograph/video for the above purposes.

Please complete this permission form.

Students Name: _____ Year Level _____

- I give permission for my child's photograph/video and name to be published in:
 - School newsletter
 - The school intranet
 - The school website
 - Social media
 - Promotional materials
 - Newspapers & other media
- I authorise the Wagga Wagga Diocesan Catholic Schools Office to use the photograph/video in material available free of charge to schools & education departments around Australia for the Wagga Wagga Diocesan Catholic Schools Office's promotional, marketing, media and education purposes.
- I give permission for a photograph/video of my child to be used by the Wagga Wagga Diocesan Catholic Schools Office in the agreed publications without acknowledgement, remuneration or compensation.
- I understand and agree that if I do not wish to consent to my child's photograph/video appearing in any or all of the publications above, or if I wish to withdraw this authorisation and consent, it is my responsibility to notify the school.

Licensed under NEALS: the photograph/video may appear in material which will be available to schools and education departments around Australia under the Nations Education Access Licence for Schools (NEALS), which is a licence between education departments of the various states and territories, allowing schools to use licensed material wholly and freely for educational purposes.

Name of Parent / Guardian: _____

(please circle):

Signed: _____

Date: _____

**PLEASE ENSURE ALL SECTIONS OF THIS ENROLMENT APPLICATION ARE
COMPLETED, ALL RELEVANT PAPERWORK IS ATTACHED AND
THE AGREEMENT PAGE HAS BEEN FULLY COMPLETED AND SIGNED.**

AGREEMENT

Please circle your choices

1. I / We agree to support school policies in relation to program of studies, sport, pastoral care, school uniform, discipline and the general operation of the school.
2. I / We have included copies of the following documents with this application for enrolment:
(please tick appropriate boxes)

- ☐ Birth Certificate *
- ☐ Sacramental Certificates to date
- ☐ Passport, visa, citizenship documentation (if applicable) *
- ☐ Most recent previous school reports and external test results
- ☐ Current Family Court Orders (if applicable) *
- ☐ Relevant medical and/or special needs information (if applicable)
- ☐ Immunisation Certificate
- ☐ Reports of assessments your child has received for speech, hearing, cognitive (IQ), occupational therapy (if applicable)

*** PLEASE NOTE: ORIGINALS WILL NEED TO BE PRODUCED DURING THE ENROLMENT PROCESS**

3. If this enrolment application is successful I / we agree to honour the financial commitments required by the school as per the Schedule of Fees and Charges.
4. I / We understand that if this application is successful the information that I / we have provided must be kept up to date throughout the period of enrolment, e.g. change of address, court orders.
5. If this enrolment is accepted I / we agree to support our child's participation in the religious life of the school (eg school liturgies, retreat programs).
6. *Media / Communications Permission:*
I / we authorise the school to take and use photographs, video or sound recordings of the student / student's work. These items may be used by the school or the Catholic Schools Office Diocese of Wagga Wagga for the purposes of advertising, promotion, media publicity, publication, display, web page usage School APP or other use deemed appropriate by the school / Catholic Schools Office that portray the student in a positive light. If circumstances change, I / we undertake to inform the school if there is a need to rescind this media and communications permission. Yes ☐ No ☐
7. I/We consent to my child travelling on a school bus or any form of public or private transport which the school deems necessary (Parents will be notified of all travel arrangements in advance) Yes ☐ No ☐
8. If, in time of emergencies, accidents or serious illness, I / we cannot be contacted I / we give permission for the Principal (or their representative) to seek medical attention for my child as required. This may include transportation to the nearest hospital, medical centre or doctor by ambulance or private vehicle.

Yes ☐ No ☐

I / We have read all of the information in the enrolment package and understand the policies that we will need to abide by should this enrolment application be successful. I / We have read the Standard Collection Notice about the collection and management of the personal information contained in this form. I / We understand that if any misleading information has been provided, or any omission of significant, relevant information made in this application for enrolment, acceptance will not be granted, or if discovered after acceptance the enrolment may be withdrawn.

Signature: _____ Signature: _____
Father / guardian *Mother / guardian*

Date: _____ Date: _____

Please note: Acceptance of this application for enrolment is subject to the approval of the school's Enrolment Committee. Acceptance to this school does not constitute acceptance into any other Catholic school (primary or secondary).

Diocese of Wagga Wagga

Standard Collection Notice

1. The School (the Diocese both independently and through its Schools) collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter.
2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.
4. Health information about pupils is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about pupils from time to time.
5. If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment of your son/daughter.
6. The School from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, government agencies, statutory boards, Catholic Education Office, the Catholic Education Commission, your local Diocese and the parish, Schools within other Catholic Dioceses. Also government authorities such as the NSW Board of Studies, the Australian Curriculum, Assessment and Reporting Authority (ACARA), medical practitioners, and people providing services to the School, including specialist visiting teachers, coaches, volunteers and counsellors.
7. The School from time to time may also collect and disclose personal information about current or prospective students in accordance with the Education Act or child protection legislation. Information may also be collected and exchanged for the purposes of the NSW Board of Studies and ACARA. Information provided to the NSW Board of Studies and ACARA may be published in accordance with government requirements on the MySchool website.
8. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions, information such as academic and sporting achievements, pupil activities and other news is published in School newsletters, magazines and on our website.
9. Parents may seek access to personal information collected about them and their son/daughter by contacting the School. Pupils may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School's duty of care to the pupil, or where pupils have provided information in confidence.
10. As you may know the School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. [It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose.] We will not disclose your personal information to third parties for their own marketing purposes without your consent.
11. On occasions information such as academic and sporting achievements, pupil activities and similar news is published in School newsletters and magazines and on our website.
12. We may include your contact details in a class list and school directory.
13. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.
14. The school may utilise service providers to provide certain services including data storage to the school and its staff and students. The school may provide your personal information to such service providers in connection with the provision of these services. The school's email service provider may store and process emails outside Australia. The school's service provider may also store data outside Australia.

Parent occupation groups

Group 4 Machine operators, hospitality staff, assistants, labourers and related workers	<ul style="list-style-type: none"> • Drivers, mobile plant, production/processing machinery and other machinery operators • Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper] • Office assistants, sales assistants and other assistants • Office [typist, word processing/data entry/business machine operator, receptionist, office assistant] • Sales [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker] 	<ul style="list-style-type: none"> • Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant] • Labourers and related workers • Defence Force ranks below senior NCO not included below • Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand] • Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]
Group 3 Tradesmen/women, clerks and skilled office, sales and service staff	<ul style="list-style-type: none"> • Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group • Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport /shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk] 	<ul style="list-style-type: none"> • Skilled office, sales and service staff • Office [secretary, personal assistant, desktop publishing operator, switchboard operator] • Sales [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher] • Service [aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]
Group 2 Other business managers, arts/media/sportspersons and associate professionals	<ul style="list-style-type: none"> • Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business • Specialist manager [finance/engineering/production/personnel/industrial relations /sales/marketing] • Financial services manager [bank branch manager, finance/investment/insurance broker, credit/loans officer] • Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency] • Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, 	<ul style="list-style-type: none"> • proof reader, sportsman/woman, coach, trainer, sports official] • Associate professionals generally have diploma/technical qualifications and support managers and professionals • Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional • Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager] • Defence Forces senior Non-Commissioned Officer
Group 1 Senior management in large business organisation, government administration and defence, and qualified professionals	<ul style="list-style-type: none"> • Senior executive/manager/department head in industry, commerce, media or other large organisation • Public service manager [section head or above], regional director, health/education/ police/fire services administrator • Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director] • Defence Forces Commissioned Officer • Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complete system; identify, treat and advise on problems; and teach others 	<ul style="list-style-type: none"> • Health, Education, Law, Social Welfare, Engineering, Science, Computing professional • Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer] • Air/sear transport [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller]
Please note	<ul style="list-style-type: none"> • If the person is not currently in paid work but had a job or retired in the last 12 months, please use the person's last occupation. • If the person has not been in paid work in the last 12 months, please write '8' in the box. 	

Record of evidence

Original documents must be sighted and photocopied.
All students

Student identity (name and age e.g. birth certificate, passport etc.)

☐

Yes

☐

No

Residential address (e.g. rates notice, rental agreements, electricity accounts etc.)

Evidence supplied

☐

Yes

☐

No

In area?

☐

Yes

☐

No

In addition, for students who are not permanent residents they have to produce more information.

Passport or travel documentation no.

Country of issue

Current visa sub-class (if applicable)

In addition (for temporary vis holders) Authority to Enrol no.

Student groups

Scripture group

Enrolment Notes

Other Issues

Immunisation certificate/history statement sighted (Primary Schools only)

☐

Yes

☐

No

☐

Complete

☐

Incomplete

Any family law, AVOs or other relevant court order (if applicable)

☐

Yes

☐

No

English as a Second Language (ESL) support

Does the student need to be assessed for (ESL) support?

☐

Yes

☐

No

If already assessed, what ESL phase is the student?

(1, 2, 3 or not requiring support N)

Is the student receiving ESL support?

☐

Yes

☐

No

For parent not living with student (p6)

☐

Receive invoice

☐

Receive academic report

☐

Receive Back to School Allowance

☐

Shared parental responsibility

Principal's checklist and certification

Special Circumstances and Student History assessed?

☐

Yes

☐

No

Risk Assessment required?

☐

Yes

☐

No

Risk Assessment conducted?

☐

Yes

☐

No

Risk Management Plan and Resources in place?

☐

Yes

☐

No

On the basis of the information provided on this form and gained from the required assessments, I **accept** ☐ or **decline** ☐ this application to enrol.

Signature of principal

Print name

Date

Day

month

year