

Sacred Heart Catholic School Student Enrolment Application Form



Proposed Year of Enrolment

Student's legal name	Family name <input style="width: 95%; height: 20px;" type="text"/>	First given name <input style="width: 95%; height: 20px;" type="text"/>	Other given names <input style="width: 95%; height: 20px;" type="text"/>
Has this student been known by any other names?	Family name <input style="width: 95%; height: 20px;" type="text"/>	First given name <input style="width: 95%; height: 20px;" type="text"/>	Other given names <input style="width: 95%; height: 20px;" type="text"/>
Date of birth	<input style="width: 100%; height: 20px;" type="text"/>	Gender	<input type="checkbox"/> m <input type="checkbox"/> f
Country of birth	<input style="width: 100%; height: 20px;" type="text"/>	Position of child in family? (eg 1st, 2nd)	<input style="width: 50px; height: 20px;" type="text"/>
Religion	<input style="width: 100%; height: 20px;" type="text"/>	Language spoken at home	<input style="width: 100%; height: 20px;" type="text"/>
Parish	<input style="width: 100%; height: 20px;" type="text"/>	Is the student of Aboriginal and/or Torres Strait origin?	<input type="radio"/> No <input type="radio"/> Aboriginal <input type="radio"/> Torres Strait Islander <input type="radio"/> Both
What grade is the student enrolling in	<input style="width: 80%; height: 20px;" type="text"/>		
Student's address	<input style="width: 100%; height: 20px;" type="text"/>		
	<input style="width: 100%; height: 20px;" type="text"/>		
- Suburb/Town	<input style="width: 100%; height: 20px;" type="text"/>		
- Postcode	<input style="width: 100%; height: 20px;" type="text"/>		
	Student's phone		<input style="width: 100%; height: 20px;" type="text"/>
	Student's email		<input style="width: 100%; height: 20px;" type="text"/>

If the student has previously attended another school, please provide details.	School name	Town	State/Territory	
	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>	
	Grade left	<input style="width: 100%; height: 20px;" type="text"/>	Was this a catholic school?	<input type="checkbox"/> Y <input type="checkbox"/> N
	Date left	<input style="width: 100%; height: 20px;" type="text"/>		

Is this student enrolled or intending to enrol elsewhere? (list schools)

Other family members:	Name	Age	Grade	School
	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>
	<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Evidence of student's identity, date of birth and Vaccination Record.
When first enrolling in a Catholic school, evidence of the student's identity, date of birth and Vaccination Record must be provided. Enrolment is not complete until that evidence, or any other evidence requested by the school is provided.

Office Use only

<input type="checkbox"/> Baptismal certificate (if applicable)	<input type="checkbox"/> Ref No.: _____
<input type="checkbox"/> Birth certificate (Sighted and taken photocopy)	<input type="checkbox"/> Ref No.: _____
<input type="checkbox"/> Vaccination Record (This can be obtained through Medicare)	<input type="checkbox"/> Vaccinations All Done

Evidence of identity, age and Vaccination Record sighted and reference number recorded above? If the school asked for other evidence was it sighted?

Enrolment Date <input style="width: 100px;" type="text"/>	Date Student Left <input style="width: 100px;" type="text"/>	<input type="checkbox"/> Yes (Enter into Student Records)
Student ID: <input style="width: 100px;" type="text"/>	Family & Debtor Number <input style="width: 100px;" type="text"/>	<input type="checkbox"/> No - Enrolment not complete

Signed: enrolment complete, evidence sighted and noted above: _____ Date: / /

Student's usual doctor or clinic

Doctor or clinic name

Address

Phone number

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Medical conditions

Condition

Symptoms/Treatment

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Are there any special needs or circumstances that the school should know about?

- Please include copies of relevant reports and assessments.

(eg Speech Pathology, Physiotherapy, etc)

Emergency contacts other than parents/guardians

Name

Relationship

Home phone

Mobile phone

Work phone

Work mobile

Sacramental Records

Location

Date

Baptism

Reconciliation

Eucharist

Confirmation

First Parent or Guardian	Second Parent or Guardian
Interpreter required? <input type="checkbox"/>	Interpreter required? <input type="checkbox"/>
Title (e.g. Mr, Mrs, Ms, Dr) <input type="text"/> Given Name <input type="text"/> Surname <input type="text"/> Gender <input type="checkbox"/> m <input type="checkbox"/> f Relationship to student <input type="text"/> Religion <input type="text"/>	Title (e.g. Mr, Mrs, Ms, Dr) <input type="text"/> Given Name <input type="text"/> Surname <input type="text"/> Gender <input type="checkbox"/> m <input type="checkbox"/> f Relationship to student <input type="text"/> Religion <input type="text"/>
Contact phone numbers Silent number? Home Phone <input type="text"/> <input type="checkbox"/> Mobile Phone <input type="text"/> <input type="checkbox"/>	Contact phone numbers Silent number? Home Phone <input type="text"/> <input type="checkbox"/> Mobile Phone <input type="text"/> <input type="checkbox"/>
First parent's email address <input type="text"/> Residential Address <input type="text"/> <input type="text"/> <input type="text"/> Post code <input type="text"/> State <input type="text"/>	Second parent's email address <input type="text"/> Residential Address <input type="text"/> <input type="text"/> <input type="text"/> Post code <input type="text"/> State <input type="text"/>
Postal address <input type="text"/> (If different from above) <input type="text"/> <input type="text"/> Post code <input type="text"/> State <input type="text"/>	Postal address <input type="text"/> (If different from above) <input type="text"/> <input type="text"/> Post code <input type="text"/> State <input type="text"/>
Place an "X" in the appropriate boxes Send mail concerning student here <input type="checkbox"/> Send accounts here <input type="checkbox"/> Send copies of mail here <input type="checkbox"/>	Place an "X" in the appropriate boxes Send mail concerning student here <input type="checkbox"/> Send accounts here <input type="checkbox"/> Send copies of mail here <input type="checkbox"/>
If accounts are to be addressed differently, please indicate: 	
Name of workplace for emergency contact <input type="text"/> Occupation <input type="text"/> Work Phone <input type="text"/> Work Mobile <input type="text"/>	Name of workplace for emergency contact <input type="text"/> Occupation <input type="text"/> Work Phone <input type="text"/> Work Mobile <input type="text"/>

Does the student travel on a school bus route. If so, which bus route?

Is the student in State Care? - Provide period of care dates if applicable.

 Y N

State care starting date

State care ending date

Are there any court parenting orders concerning residence, contact, child maintenance, education, health or other specific issues relating to this student?

Consent to the publication of photographs and student work

The school does not publish individual photographs of students in electronic or print format without permission from their parent/guardian.

Please note that photographs and names are published in the school magazine and occasionally in school newsletters. Please tick the box below to give permission for this.

Publications may appear in printed or electronic form and may be available to a global audience on the Internet. For safety reasons, guidelines prevent staff members publishing names linked to student photographs on the Internet.

1. Consent for **photographs** that include the student to be published in **school publications**, such as the school website, newsletter or yearbook. Y N
2. Consent for **photographs** that include the student to be published in **Catholic Education Office publications**, such as the school websites, reports and brochures. Y N
3. Consent for samples of the student's **work** to be published as part of any publications within school programs, such as the school website, newsletter and yearbook, if he/she agrees for it to be used. Y N
4. Consent for the student to be photographed, filmed, or interviewed, and their given name, surname, school and age to be published by newspapers, radio and television in stories about education and school activities (including the Huon News). Y N

I / We agree to:

Meet all fee and levy commitments and if difficulty arises to speak to the principal about any assistance that we may be able to give. Yes

Be supportive of the school program and assist children to fulfil their commitments as they arise. Yes

Support the school by ensuring that correct uniform is worn at all times. Yes

Grant permission to act in case of emergency Yes

Grant permission to go on local trips Yes

The information I have provided on this enrolment document is correct to the best of my knowledge.

I undertake to advise the school of any changes to this information. Yes

I agree to support the ethos and philosophy of the school. Yes

Parent/Guardian 1

Parent/Guardian 2

Signed: _____

Signed: _____

Name: _____

Name: _____

Date: _____

Date: _____

National Benchmark Testing

The information within this section is required by Federal legislation and will be used only for statistical purposes.

What is the occupation group of the parent or guardian?

Please select the appropriate parental occupation group from the back page of this form and write the number in the box provided below.

- If the person is not currently in paid work, but has had a job in the past 12 months or has retired in

the past 12 months, please use the person's last occupation.

- If the person has not been in paid work in the last 12 months, please enter '8' in the box provided.

First parent or Guardian
Occupation Group Number

Second parent or Guardian
Occupation Group Number

What is the highest year of primary or secondary school the parent or guardian has completed?

- For persons who have never attended school, tick the 'Year 9 or equivalent or below' box

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent or below

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent or below

What is the highest qualification the parent or guardian has completed?

- Bachelor degree or above
- Advanced diploma/Diploma
- Certificate I to IV (including trade)
- No non school qualifications

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- Advanced diploma/Diploma
- Certificate I to IV (including trade)
- No non school qualifications

Which language does the parent or guardian speak at home?

- If more than one language, please list the one that is spoken most often.

In which country was the parent or guardian born?

List of Parental Occupation Groups

Group 1 : Senior management in large business organisation, government administrator and defence, and qualified professionals

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 complex systems; identify, treat and advise on problems; and teach others.

Health, education, law, social welfare, engineering, science, computing professional

Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer)

Air/sea transport (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller)

Group 2 : Other business managers, arts/media/sportspersons and associate professionals

Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, and 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/service 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, 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 3 : Tradesmen/women, clerks and skilled office, sales and service staff

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)

Skilled office, sales and service staff.

Office (secretary, personal assistant, desktop publisher, 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 4 : Machine operators, hospitality staff, assistants, labourers and related workers

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)

Assistant/aide (trade's 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 forces ranks below senior NCO not included above

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)