

**Student Name**

Family Name	Christian Name	Date of Birth
	9056	
Family ID	School ID No	
to begin in year		



**APPLICATION FOR PRESCHOOL ENROLMENT**

**10 Ina Avenue  
OTTOWAY S A 5013**

**Phone: 8447 4969**

**Fax: 8241 0380**

Please note: Acceptance for Preschool enrolment does **NOT** guarantee a place in the school Reception class. If you wish your child to proceed to Reception please complete a separate school '**Application for Enrolment**' form.

<b>Enrolment Checklist</b>	
Birth Certificate copied	
Baptism Certificate copied	
Parent/Guardian & child residential entry visa copied	
Court Order copied	
Immunization sheet copied	
Language Survey completed	
Medical Form enclosed	
Medical Action Plan enclosed	
Student Excursion Form signed	
Student Consent Forms signed	
Parent Disclaimer Form signed	
Exploring Early Childhood Support form completed	

<b>Office use only</b>	
Date: ____ / ____ / ____	
Received by: _____	
Appointment scheduled: ____ / ____ / ____	
At: ____ : ____ am / pm	
Interview conducted: YES / NO	
Accepted: YES / NO	

Family Details		Mother/Parent1/Guardian1	Father/Parent2/Guardian 2
Title	Mr Mrs Ms Miss Dr (Please circle)	Mr Mrs Ms Miss Dr (Please circle)	Mr Mrs Ms Miss Dr (Please circle)
Family Name			
Given Name			
Occupation			
Employer			
If not employed, do you receive a government benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Telephone Numbers			
Home			
Work			
Fax			
Mobile			
Email			
(Please tick)	<input type="checkbox"/> I do not wish to receive information electronically	<input type="checkbox"/> I do not wish to receive information electronically	<input type="checkbox"/> I do not wish to receive information electronically
Country of Birth			
Date of arrival in Australia (if applicable)			
Visa (if applicable)	Visa Type _____ Visa No _____ Date granted: __ / __ / __	Visa Type _____ Visa No _____ Date granted: __ / __ / __	
Cultural background			
Religion			
Relationship to child (Father, Mother, Foster parent, etc.)			
Residential Address			
Postal Address			
Child resides with (please tick) <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Both <input type="checkbox"/> Other _____ (please specify)			
Family Court or other relevant Court Order (if YES, you should provide a copy of that order to the school) <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Occupation</b> (Please refer to the attached list of parental occupation groups)			
(Please select the appropriate parental occupation group from the attached list and place the group number in the box.)		What is the occupation group of the <b>mother/parent 1/guardian 1</b> ?	What is the occupation group of the <b>father/parent 2/guardian 2</b> ?
<ul style="list-style-type: none"> <li>If the person is not current in <b>paid</b> work but has had a job in the last 12 months or has retired in the last 12 months, please use the person's last occupation</li> <li>If the person has not been in <b>paid</b> work in the last 12 months, enter '8' above.</li> </ul>		<input type="checkbox"/>	<input type="checkbox"/>

Language Other than English			
<p>Does the <b>mother/parent 1/guardian 1</b> speak a language other than English at home?</p> <p><i>(If more than one language, indicate the one that is spoken most often).</i></p>	<input type="checkbox"/> No, English Only <input type="checkbox"/> Italian <input type="checkbox"/> Tagalog (Filipino) <input type="checkbox"/> Greek <input type="checkbox"/> Vietnamese	<input type="checkbox"/> German <input type="checkbox"/> Polish <input type="checkbox"/> Dari <input type="checkbox"/> Cantonese <input type="checkbox"/> Serbian	<input type="checkbox"/> Arabic (incl. Lebanese) <input type="checkbox"/> Persian <input type="checkbox"/> Dinka <input type="checkbox"/> Persian <input type="checkbox"/> Dari Other _____ (please specify)
<p>Does the <b>father/parent 2/guardian 2</b> speak a language other than English at home?</p> <p><i>(If more than one language, indicate the one that is spoken most often).</i></p>	<input type="checkbox"/> No, English Only <input type="checkbox"/> Italian <input type="checkbox"/> Tagalog (Filipino) <input type="checkbox"/> Greek <input type="checkbox"/> Vietnamese	<input type="checkbox"/> German <input type="checkbox"/> Polish <input type="checkbox"/> Dari <input type="checkbox"/> Cantonese <input type="checkbox"/> Serbian	<input type="checkbox"/> Arabic (incl. Lebanese) <input type="checkbox"/> Persian <input type="checkbox"/> Dinka <input type="checkbox"/> Persian <input type="checkbox"/> Dari Other _____ (please specify)
Parental School Education			
<p>What is the highest year of primary or secondary school the <b>mother/parent 1/guardian 1</b> has completed</p> <p><i>(For persons who have never attended school, mark 9 or equivalent or below).</i></p>	<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent	
<p>What is the highest year of primary or secondary school the <b>father/parent 2/guardian 2</b> has completed</p> <p><i>(For persons who have never attended school, mark 9 or equivalent or below).</i></p>	<input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent	
Parental Non-school Education			
<p>What is the highest qualification the <b>mother/parent 1/guardian 1</b> has completed</p>	<input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No non-school qualification		
<p>What is the highest qualification the <b>father/parent 2/guardian 2</b> has completed</p>	<input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No non-school qualification		
<p>GLOSSARY</p> <p><b>Bachelor degree:</b> Includes Postgraduate Degree, Masters Degree, Graduate Diploma, Graduate Certificate, Bachelor Degree (with Honours) and Bachelor Degree.</p> <p><b>Certificate I to IV (including trade certificate):</b> Includes Certificate I, Certificate II, Certificate III, Certificate IV, Trade Certificate, Advance Certificate, Apprenticeship Certificate, Traineeship Certificate</p>			

## Student Details

Family Name	Given Name/s
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<b>Beginning Date</b>	Year 20 _____	If starting midyear specify date _____ / _____ / _____
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<input type="checkbox"/> Male <input type="checkbox"/> Female	Birthdate: _____ / _____ / _____
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Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Is the student of Aboriginal or Torres Strait Islander Origin?	<input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander	<input type="checkbox"/> Yes, both Aboriginal and Torres Strait Islander <input type="checkbox"/> No
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Is the student a Guardian of the Minister     Yes     No

Religion	Present Parish of worship
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Baptism <input type="checkbox"/> Yes <input type="checkbox"/> No	Date ____ / ____ / ____	Parish
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<b>Visa</b>	Visa Type _____	Visa No _____	Date granted ____ / ____ / ____
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Does the <b>student</b> speak a language other than English at home?  <i>(If more than one language, indicate the one that is spoken most often).</i>	<input type="checkbox"/> No, English Only <input type="checkbox"/> Italian <input type="checkbox"/> Tagalog (Filipino) <input type="checkbox"/> Greek <input type="checkbox"/> Vietnamese	<input type="checkbox"/> German <input type="checkbox"/> Polish <input type="checkbox"/> Dari <input type="checkbox"/> Cantonese <input type="checkbox"/> Serbian	<input type="checkbox"/> Arabic (incl. Lebanese) <input type="checkbox"/> Persian <input type="checkbox"/> Dinka <input type="checkbox"/> Persian <input type="checkbox"/> Dari Other _____ <small>(please specify)</small>
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<b>Country of Birth</b>	<input type="checkbox"/> Australia <input type="checkbox"/> United Kingdom <input type="checkbox"/> New Zealand <input type="checkbox"/> South Africa	<input type="checkbox"/> Thailand <input type="checkbox"/> Vietnam <input type="checkbox"/> Philippines <input type="checkbox"/> China	<input type="checkbox"/> United States of America <input type="checkbox"/> Bosnia and Herzegovina Other _____ (please specify)
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**Has your child received all scheduled immunisations?**     Yes     No

(Note: Schedule as determined by Medicare National Immunisation Program, available from <http://www.medicareaustralia.gov.au/provider/patients/acir/schedule.jsp>)

Note: If not, your child may need to be excluded from the site during outbreaks of some infectious diseases.

### Previous Childcare / Preschools

1		From    /    /	to    /    /
2		From    /    /	to    /    /
3		From    /    /	to    /    /

### Previous Childcare/ Education Experiences

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Children in the Family	M / F	Date of Birth	School Attending	Year Level

### Special Needs and Considerations for Students

- (a) Does your child have any special achievements, talents?  Yes  No
- (b) Does your child have any learning needs?  Yes  No
- (c) Has your child attended any specialised agencies, special schools, units or centres?  Yes  No
- (d) Does your child have any special needs or considerations?  
(Disabilities, impediments, allergies, restrictions on physical activity)  Yes  No
- (e) Does your child require any special provisions to be made by the school  
(eg medication, disabled access etc)  Yes  No
- (f) Does your child have any infectious diseases?  Yes  No

If YES to any of the above questions, please give details below or using attachments if necessary.

### Please bring a copy of the following documents (if applicable) to your interview

- A copy of the birth certificate or extract from it
- Latest school report and/or reference from previous schools
- Baptismal certificate
- Any Court order or related information regarding custody of child (if applicable)
- Documentation relating to special needs (any reports, action plans, assessments, etc)
- Letter of support/reference from your Parish Priest / Minister of Religion

### Family – Preschool Relationships

The Preschool operates under the auspices of, and is accountable to the School Board. The school Principal is responsible for the administration for the Preschool. Because of the important place that family / Preschool relationships occupy in your child's development the Catholic Preschool undertakes to:

- Support the continuing faith development of your child.
- Provide the conditions for regular and close liaison between the child's family and Preschool staff.
- Build on the child's family experiences by offering a variety of play and social experiences.
- Offer parents / caregivers opportunities to meet, socialise and support each other.
- Provide information to parents / caregivers about community support services.
- Provide opportunities for parent / caregivers to increase their knowledge about how children develop and learn.

### Privacy and Release of Information

1. St Joseph's School respects the privacy of personal and sensitive information regarding your family. St Joseph's School collects personal information, including sensitive information about the student and parent(s) or guardian(s) before and during the course of a student's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your child. A copy of St Joseph's School's privacy policy is enclosed.
2. In situations where parents are separated, it is the policy of St Joseph's School to release school reports to mother and father of the student upon request. It is also our policy to allow both mother and father to attend parent/teacher interviews upon request. However, the School will abide by any court orders, which prevent the release of such information.
3. Some of the information St Joseph's School collects is to satisfy the school's legal obligations, particularly to enable the school to discharge its duty of care.
4. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical information or medical reports about your child from time to time.

5. St Joseph's School from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other Catholic schools, government departments, South Australian Commission for Catholic Schools, Catholic Education Offices, local parish, medical practitioners and people providing services to the School including specialist visiting Consultants and Advisers from the Catholic Education Offices, sports coaches and volunteers.
6. In the event of default of payment of fees, St Joseph's School may refer the default to a debt collection agency. If this occurs, personal information will be disclosed to the agency and you will be responsible for the collection costs.
7. St Joseph's School from time to time is required to disclose personal and sensitive information in order to comply with the law or to report matters to the relevant persons or authorities.
8. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.
9. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, student activities and other news is published in the School newsletter, magazine and our website.
10. Parents or guardians may seek access to personal information collected about them and their child by contacting the school. 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 student, or where students have provided information in confidence.
11. 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. We will not disclose your personal information to third parties for their own fundraising purposes without your consent.
12. If you provide the St Joseph's 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.

**I consent to my basic family details (name and telephone number) being revealed to:**

State Dental Clinic	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I/we consent to my/our personal details (contact name, telephone number, address) being disclosed for pastoral support and Thanksgiving campaigns to the Parish in which I/we reside	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Parent / Guardian Declaration**

13. In applying to enrol my child at this school I/we accept that s/he will be educated in the Catholic faith within a Christian educational environment.
14. I/we accept that support of school staff and cooperation concerning school activities is essential.
15. I/we accept that we will abide by school policies as amended from time to time.
16. I/we accept that participation in camps is compulsory and that membership in school sporting teams takes priority over competing sporting interests.
17. I/we accept that the St Joseph's School reserves the right to suspend or expel a student for serious or continued breaches of school rules, regulations and/or policies, including conduct which brings into disrepute the good name and reputation of the school.
18. I/we accept the standards St Joseph's School sets regarding grooming, uniform and personal presentation.
19. I/we accept responsibility for the payment of tuition fees and other costs associated with the education of my/our child as determined and amended from time to time by the school (except where exemptions/remissions have been sought and granted).
20. I/we give consent for the School to contact any other Catholic school, which my child has previously attended for the purpose of ascertaining my/our fee paying record.
21. I/we accept that St Joseph's School does not accept liability for damage or loss of any personal possessions of students and that insurance for students' personal possessions is my responsibility.

**I acknowledge and accept all of the above terms and conditions (clauses 1-21)**

Mother/Guardian (signature) \_\_\_\_\_ Date: \_\_\_\_\_  
 Father/Guardian (signature) \_\_\_\_\_ Date: \_\_\_\_\_

**Please state your reasons for choosing this Catholic Preschool for your child's education.**


I declare that all of the information provided in this application is, to the best of my knowledge, true.

<b>(Both parents/guardians to sign if possible)</b>	Signature: _____	Signature: _____
	Date: _____	Date: _____

**PLEASE NOTE** In due course applicants will be contacted regarding their application for enrolment. If applicants accept an offer of enrolment, the terms and conditions detailed in this *Application for Enrolment* are incorporated in the Enrolment Contract.

## LIST OF PARENT OCCUPATION GROUPS

### GROUP 1: SENIOR MANAGEMENT IN LARGE BUSINESS ORGANISATION, GOVERNMENT ADMINISTRATION 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, real estate business.  
**Specialist manager** [finance/engineering/production/personnel/industrial relations/sales marketing]  
**Financial service 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, 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 four year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.  
**Clerks** [book keeper, 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 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, kitchen hand, 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, care rental desk staff, street vendor, telemarketer, shelf stacker]  
**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 Forces** ranks below senior NCO not include 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]