

Student Name

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



APPLICATION FOR SCHOOL ENROLMENT

**10 Ina Avenue
OTTOWAY S A 5013**

**Phone: 8447 4969
Fax: 8241 0380**

Enrolment Checklist	
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	
School Transfer signed	
School Report copied	
Student Excursion Form signed	
Student Consent Forms signed	
Permission Forms	

Office use only	
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)	
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	
Country of Birth			
Date of Arrival in Australia (if applicable)			
Main language spoke at home			
Visa (if applicable)	Visa Type _____ Visa No _____ Date granted: ___ / ___ / ___	Visa Type _____ Visa No _____ Date granted: ___ / ___ / ___	
Cultural Background			
Religion			
Residential Address			
Postal Address			
Child resides with (please tick)	Yes, fulltime <input type="checkbox"/> Yes, part time <input type="checkbox"/> No <input type="checkbox"/>	Yes, fulltime <input type="checkbox"/> Yes, part time <input type="checkbox"/> No <input type="checkbox"/>	
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			
Occupation (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.) <ul style="list-style-type: none"> If the person is not current in paid 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 If the person has not been in paid work in the last 12 months, enter '8' above. 	What is the occupation group of the mother/parent 1/guardian 1 ? <input type="checkbox"/>	What is the occupation group of the father/parent 2/guardian 2 ? <input type="checkbox"/>	

Language Other than English			
<p>Does the mother/parent 1/guardian 1 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 father/parent 2/guardian 2 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 mother/parent 1/guardian 1 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 father/parent 2/guardian 2 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 mother/parent 1/guardian 1 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 father/parent 2/guardian 2 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

GLOSSARY

Bachelor degree: Includes Postgraduate Degree, Masters Degree, Graduate Diploma, Graduate Certificate, Bachelor Degree (with Honours) and Bachelor Degree.

Certificate I to IV (including trade certificate): Includes Certificate I, Certificate II, Certificate III, Certificate IV, Trade Certificate, Advance Certificate, Apprenticeship Certificate, Traineeship Certificate

Student Details

Family Name	Given Name/s
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Beginning Date	Year 20 _____	Term 1 2 3 4 <small>(please circle)</small>	Year Level _____	If starting midyear specify date ____ / ____ / ____
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<input type="checkbox"/> Male <input type="checkbox"/> Female	Birthdate: ____ / ____ / ____
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Address (please note: where parents are separated, state the address where the child mostly resides)

_____ Postcode _____

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

First enrolled in a school in Australia	____ / ____ / ____
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Visa	Visa Type _____ Visa No _____ Date granted ____ / ____ / ____
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Does the student 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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Country of Birth	<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.

Religion	Present Parish of worship				
Sacraments	Parish	Date	Sacraments	Parish	Date
Baptism			Reconciliation		
Confirmation			Eucharist		

Most recent Schools and Pre-schools (include Kindergarten up to present time)

1		From ____ / ____ / ____	to ____ / ____ / ____
2		From ____ / ____ / ____	to ____ / ____ / ____
3		From ____ / ____ / ____	to ____ / ____ / ____
4		From ____ / ____ / ____	to ____ / ____ / ____
5		From ____ / ____ / ____	to ____ / ____ / ____

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

Special Student Needs and Considerations

- (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) Has your child been assessed by a specialist service? Yes No
(such as speech pathologist, occupational therapist, psychiatrist, audiologist, optometrist or other specialist clinic or service)
- (e) Does your child have any special needs or consideration? Yes No
(for example: disabilities, allergies, restrictions on physical activity)
- (f) Does your child require any special provisions to be made by the school Yes No
(eg medication, disabled access etc)
- (g) Does your child have any infectious diseases? Yes No
- (h) Has your child ever been suspended from school, expelled or refused admission to another school? Yes No
- (i) Is there any other information that the school should be aware of in order to meet Your child's educational needs? Yes No

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

Other Information

Do you have any outstanding school fees with another school? Yes No

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
- Copies of any national tests results (eg NAPLAN) where available
- 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

Privacy and Release of Information

- St Joseph's School collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at St Joseph's School. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable St Joseph's School to provide schooling to the pupil and to enable them to take part in all the activities of St Joseph's School.
- Some of the information we collect is to satisfy St Joseph's School's legal obligations, particularly to enable St Joseph's School to discharge its duty of care.
- Laws governing or relating to the operation of St Joseph's School require certain information to be collected and disclosed. These include relevant Education Acts, and Public Health and Child Protection laws.
- Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act. We may ask you to provide medical reports about students from time to time.
- St Joseph's School from time to time disclose personal and sensitive information to others for administrative and educational purposes, including facilitate the transfer of a pupil to another school. This includes to other schools, government departments, the Catholic Education Office, the South Australian Commission for Catholic schools, the School's local diocese and the parish, schools within other diocese, medical practitioners, and people providing services to St Joseph's School, including specialist visiting teachers, sports coaches, volunteers and counsellors.

6. Personal information collected from students is regularly disclosed to their parents or guardians.
7. In situations where parents are separated, it is the policy of St Joseph's School to release school reports to the mother and father of the student upon request. It is also our policy to allow both mother and fathers to attend parent/teacher interview upon request. However, St Joseph's School will abide by any court orders which prevent the release of such information.
8. St Joseph's School may store personal information in the 'cloud' which may mean that it resides on servers which are situated outside Australia.
9. 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.
10. St Joseph's School's Privacy Policy sets out how parents or students may seek access to personal information collected 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 St Joseph's School's duty of care to the pupil, or where students have provided information in confidence.
11. St Joseph's School's Privacy Policy also sets out how you may complain about a breach of privacy and how St Joseph's School will deal with such complaint.
12. As you may know St Joseph's 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 St Joseph's 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.
13. On occasions information such as academic and sporting achievements, student activities and similar news is published in St Joseph's School newsletters, magazines and on our website. Photographs of student activities such as sporting events, school camps and school excursions may be taken for publication in St Joseph's School newsletters and magazines and on our website. St Joseph's School will obtain separate permissions from the students' parent or guardian prior to publication. We may include students' and students' parents' contact details in a class list and school directory.
14. If you provide 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 St Joseph's School and why, that they can access that information if they wish and that St Joseph's School does not usually disclose this information to third parties.

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

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

(Both parents/guardians to sign if possible)	Signature: _____ Date _____	Signature: _____ Date _____
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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.

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

15. In applying to enrol my child at St Joseph's School I/we accept that s/he will be educated in the Catholic faith within a Christian educational environment.
16. I/we accept that support of school staff and cooperation concerning school activities is essential.
17. I/we accept that we will abide by school policies as amended from time to time.
18. I/we accept that participation in camps is compulsory and that membership in school sporting teams takes priority over competing sporting interests.
19. I/we accept that 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 St Joseph's School.
20. I/we accept the standards that St Joseph's School sets regarding grooming, uniform and personal presentation.
21. 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 St Joseph's School (except where exemptions/remissions have been sought and granted).
22. I/we give consent for St Joseph's School to contact any other Catholic school, which my child has previously attended for the purpose of ascertaining my/our fee paying record.
23. 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 1-23)

Mother/Guardian (signature) _____ Date: _____

Father/Guardian (signature) _____ Date: _____

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]