

Enrolment Form



Family Information

Family Surname

Family Group

Mail to

To whom should mail be addressed ?

Fee flag

(office use only)

Language

(spoken at home)

Students at this school

Boys in family

Girls in family

Parish

Cluster area

Name of Health fund

Fund number

Medicare number

Ambulance fund

Respond Yes or No

Family notes

(add later)

Student Information

Students name

First, middle names with surname last please

Preferred name

Commencement Year

or Date

☐ Male

1st Australian

☐ Female

School Year

Student type

☐ Full time

☐ part time

Entry level

(office use only)

Entry class

(office use only)

Special Needs

☐ special teacher

☐ Integration

Religion

Date of birth

Country of birth

Travel Method

☐ Walk

☐ Bicycle

☐ Car

☐ Bus

* Please put which bus route your child will be traveling on:

**Would your child be privately transported more than 4.8 km to the school bus Yes ☐ No ☐

Previous school

Previous level

Does the student speak a language other than English at home ☐ Yes ☐ No Please list: |

Sacraments received

☐ Baptism

☐ Reconciliation

Allowances

☐ Eucharist

☐ Confirmation

☐ Claiming EMA

☐ Claiming Conveyance Allow.

Rank within family

Something else we need to know

Information about the student that we should be aware of

** Parental Permission during Medical Needs **

In case of need during school hours or under school control has the Principal and/or School Staff your permission to call:

a Doctor

☐ Yes

☐ No

Please respond yes or no

an Ambulance

☐ Yes

☐ No

Please respond yes or no

Administer Anaesthetic

☐ Yes

☐ No

Please respond yes or no

Signature

Date

Usual Doctor

Doctor Phone

Immunisation certificate ☐ Yes

☐ No

This must be viewed by school staff

Asthma notes

Medical conditions the school should be aware of

Contact Information

Contact information applies to the student enrolled over the page

Name		<input type="radio"/> Male <input type="radio"/> Female	
Relationship (to student) eg father, mother, uncle, sister etc			
Is this contact a residential guardian?		Respond Yes or No there can be more than one residential guardian	
Address		Residential	
Phone Home		Business	
Fax		Mobile	
E-Mail		Other	
Employer		Occupation	
Country of birth		Religion	
Will this person take responsibility for the fees? (see note below)		% of Student fees % of Family fees The percentage value relates to the student enrolled over the page	
Occupational Group	Group 1 <input type="radio"/> Group 2 <input type="radio"/>	Group 3 <input type="radio"/>	Group 4 <input type="radio"/>
Highest Year of School Education	Year 12 or equivalent <input type="radio"/> Year 9 or equivalent or below <input type="radio"/>	Year 11 or equivalent <input type="radio"/>	Year 10 or equivalent <input type="radio"/>
Level of Highest Qualification	Bachelor Degree or above <input type="radio"/> certificate <input type="radio"/>	Advanced Diploma/Diploma <input type="radio"/> No non – school qualification <input type="radio"/> (Refer to insert 'List of Parental Occupations')	

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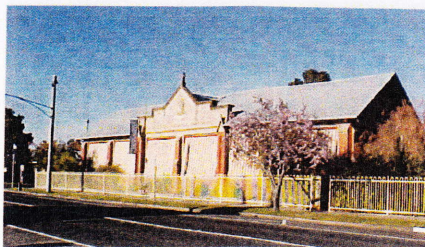
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Emergency Contact 1

Name		<input type="radio"/> Male <input type="radio"/> Female	
Relationship (to student) eg uncle, sister neighbour etc			
Phone Home		Mobile	

Emergency Contact 2

Name		<input type="radio"/> Male <input type="radio"/> Female	
Relationship (to student) eg uncle, sister neighbour etc			
Phone Home		Mobile	



AGREEMENT

- I / we understand and accept that the completion of this application / enrolment form does not guarantee an enrolment interview. Successful applicants will be determined in accordance with the school's enrolment criteria.
- I / we understand and accept that attendance at an interview does not guarantee an enrolment offer being made.
- I / we have completed this application form fully and to the best of my / our knowledge. Further I / we acknowledge and accept that if it can be demonstrated that I/we have withheld information relevant to the application / enrolment process, especially in relation to this student's individual needs, medical conditions, health care requirements and/or Parenting Orders then the enrolment may be refused or terminated on this ground.
- I / we agree to abide by the policies and directions of the school and the Catholic Education Commission of Victoria as they are enacted from time to time.

Signature of Parent(s) / Guardian (s): _____ Date: _____
FEMALE PARENT OR GUARDIAN

Signature of Parent(s) / Guardian (s): _____ Date: _____
MALE PARENT OR GUARDIAN

Applicant's Birth Certificate (copy) has been provided ☐

Applicant's Immunisation Record (copy) has been provided ☐

Free notes or anything else

PARENTAL OCCUPATION DEFINITION: PARENTAL OCCUPATION IS DEFINED AS THE MAIN WORK UNDERTAKEN BY THE PARENT/GUARDIAN. IF A PARENT/GUARDIAN HAS MORE THAN ONE JOB, REPORT THEIR MAIN JOB.

OCCUPATION 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]

OCCUPATION 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 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, 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

OCCUPATION 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 publishing operator, switchboard operator]

Sales [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]

Service [aged / disabled / refuge / child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

OCCUPATION 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, car 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 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]