



APPLICATION FOR ENROLMENT FORM

Student Surname: _____

Students First Name: _____

1. The school 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. As the school is a member of Catholic Education Western Australia (CEWA), it collects the information on behalf of CEWA. Collection may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the School and CEWA to support and administer students' safe participation in the educational program of the school according to law, which will enable students to participate in School and CEWA activities.

2. Some of the information we collect is to satisfy the School's and CEWA's legal obligations, particularly to enable the Principal to discharge their duty of care.

3. Laws governing or relating to the operation of schools require that certain information is collected and disclosed. These include the School Education Act, the Children and Community Services Act, and System and funding agreements between CEWA and the State and Federal governments.

4. Health information about students is sensitive information within the terms of the Australian Privacy Principles (APPs) under the Privacy Act 1988. We may ask you to provide medical reports about students from time to time.

5. The school may disclose personal and sensitive information to others for educational, administrative and support purposes. This may include to:

- other schools and teachers at those schools
- government departments;
- the Catholic Education Office, the Catholic Education Commission, the diocese and the parish, other related church agencies/entities;
- medical practitioners;
- people providing educational, support services to the School and CEWA, including specialist visiting teachers, (sports) coaches and volunteers, counsellors and providers of learning and assessment tools;
- assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority;
- people providing administrative and financial services to the School and CEWA;
- anyone you authorize the School to disclose information to; and
- anyone to whom the School or CEWA is required or authorised to disclose the information to by law, including child protection laws.

6. Personal information collected from students is regularly disclosed to their parents or guardians

7. The School or CEWA may use online or 'cloud' service providers to store personal information and to provide services to the School that involve the use of personal information, such as services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a 'cloud' service providers servers which may be situated outside Australia. Further information about the School or CEWA use of on online or 'cloud' service providers is contained in the School's Privacy Policy.

8. The School's Privacy Policy, accessible on the School's website, sets out how parents or students may seek access to and correction of their personal information which the School has collected and holds on behalf of CEWA. However, access may be refused in certain circumstances such as 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 students, or where students have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate.

9. The School's Privacy Policy sets out how parents and students can make a complaint about a breach of the APPs and how the complaint will be handled.

10. The School may engage 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 marketing purposes without your consent.

11. On occasions information such as academic and sporting achievements, student activities and similar news is published in School and CEWA newsletters and magazines, on our website. This may include photographs and videos of student activities such as sporting events, school camps and school excursions. The school will obtain permissions (annually) from the student's parent or guardian (and from the student if appropriate) if we would like to include such photos or videos in our promotional material or otherwise make this material available to the public such as on the internet.

12. If you provide the School or CEWA 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.

STUDENT INFORMATION (all details must be filled in)

Student Surname: _____ First Name: _____

Preferred Name: _____

Address: _____ State: _____ Postcode: _____

Date of Birth: _____ Birthplace: _____ Birth Certificate Attached: Yes / No

Aboriginal/Torres Strait Islander: Yes / No

Nationality _____ Australian Permanent Resident: Yes / No

Calendar Year and Year Level for which entry is sought: Class: _____ Year: _____
(eg Pre-Kindy, Kindy, Pre-Primary, Years 1– 6 2030)

School Currently Attending: _____ Year Level: _____

If born outside of Australia:

Date of arrival in Australia: _____ Visa Category Number: _____
Expiry: _____

Country of Citizenship: _____ Language Spoken at Home: _____

Child's Religious Denomination: _____ Parish Priest: _____

Parish: _____ Suburb: _____

Date of Reception of Sacraments: _____ Baptism Certificate Attached _____ Yes/No

Baptism _____ Reconciliation _____ First Communion _____ Confirmation _____

FAMILY INFORMATION (all details must be filled in)

FEMALE PARENT OR GUARDIAN

Title: _____ Surname: _____ First Name: _____

Address: _____

_____ State: _____ Postcode: _____

Religious Denomination: _____ Parish Priest: _____

Parish: _____ Suburb: _____

Occupation: _____ Employer: _____

Contact Address: _____

Contact Numbers: Hm: _____ Wk: _____ Mob: _____

Email Address: _____

Country of Citizenship: _____

MALE PARENT OR GUARDIAN (all details must be filled in)

Title: _____ Surname: _____ First Name: _____

Address: _____

State: _____ Postcode: _____

Religious Denomination: _____ Parish Priest: _____

Parish: _____ Suburb: _____

Occupation: _____ Employer: _____

Contact Address: _____

Contact Numbers: Hm: _____ Wk: _____ Mob: _____

Email Address: _____

Country of Citizenship: _____

CUSTODY/GUARDIANSHIP

Name of person(s) with legal guardianship of the student: _____

If applicable a copy of any Parenting or Restraint Order is attached. Yes/No

Any other conditions enforced at law? _____

SIBLINGS CURRENTLY ATTENDING SCHOOL

Name	Year Level	Name	Year Level
_____	_____	_____	_____
_____	_____	_____	_____

SIBLINGS CURRENTLY ATTENDING OTHER SCHOOLS

Name	Year Level	School
_____	_____	_____
_____	_____	_____
_____	_____	_____

TWO EMERGENCY CONTACT DETAILS (OTHER THAN A PARENT/GUARDIAN) (all details)

1. Full Name: _____ Relation to Student: _____

Address: _____

Contact Numbers: Home: _____ Mob: _____

EMERGENCY CONTACT DETAILS (OTHER THAN A PARENT/GUARDIAN) (all details)

2. Full Name: _____ Relation to Student: _____

Address: _____

Contact Numbers: Home: _____ Mob: _____

MEDICAL INFORMATION

Medical Centre: _____ Doctor: _____

Address: _____

Medicare No. _____ Child's Medicare Position: _____ Expiry: __ / ____

Private Health Fund: _____ No. _____ Ambulance Cover: Yes No

I authorise Good Shepherd Catholic Primary School to seek medical/dental attention, call an ambulance or to hospitalise my son/daughter when considered necessary.

Parent Signature/s _____ Date: ____ / ____ / ____

DISCLOSURE

Do you agree that the information supplied in the *Student Information* and *Family Information* sections, can be provided to the relevant Parish Priest? Yes/No

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 understand that enrolment of a student in one Catholic school does not guarantee the enrolment of that student in any other Catholic school.

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 Parenting Orders, then the enrolment may be refused or terminated on this ground.

I/we have read and fully understand and agree that enrolment in a Catholic school means that we and our child will participate fully in all required aspects of the educational program of the school including the Religious Education program of the school.

I/we have read and fully understand and agree to the terms and conditions set out in the school fee collection policy.

I/we agree to abide by the policies and directions of the school and the Catholic Education Commission of Western Australia as they are enacted from time to time.

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

PARENT OR GUARDIAN Date: _____

A copy of your child's Birth Certificate, Baptism Certificate, Immunisation Record, Passport, Visa (child and parent), Citizenship Certificate and Custodial Court Orders are to accompany the Application for Enrolment form. Originals of these documents should be presented at the enrolment interview.