



St Patrick's Primary School Fremantle
Enrolment Application form



St Patrick's Primary School
A Catholic Co-educational School

8 Ellen Street, Fremantle, WA, 6160

Telephone (08) 9335 5215

Email admin@stpatsfremantle.wa.edu.au

www.stpatsfremantle.wa.edu.au

Seeking enrolment for (please circle): Pre-Kindy Kindy Pre-Primary 1 2 3 4 5 6	Year (eg 2021)
If enrolling for Pre-Kindy (3 Year Olds), do you wish to enrol for 4-Year-Old Kindy the following year?	YES / NO

STUDENT DETAILS

Surname	First Name	Middle Name	Preferred Name
Date of Birth	Gender	Country of Birth	Nationality
Language Spoken at Home		Residential Address	
Postal Address (if different to residential address)			
IF BORN OUTSIDE OF AUSTRALIA			
Date of Arrival	Years in Australia	Country of Citizenship	Visa Sub Class
RELIGION OF STUDENT (PLEASE STATE "NO RELIGION" IF APPLICABLE)			
Religion	Parish	Baptism Date	Other Sacraments
STUDENT'S PRESENT SCHOOL (IF APPLICABLE)			
School	Location	Year Level	
CUSTODY/GUARDIANSHIP			
Name of person/s with legal guardianship of the student			
<i>Please attach a copy of any Parenting or Restraint Orders, if applicable.</i>			

STUDENT DETAILS (continued)

INDIVIDUAL NEEDS

The School Education Act 1999 requires the provision of "details of any condition of the enrollee that may call for special steps to be taken for the benefit or protection of the enrollee or other persons in the school" (16G). To assist the School to respond to individual requirements, please detail any special needs your child has in the following areas that may affect his/her learning, participation or welfare during school hours.

Medical Health Care:

Medication:

Physical:

Orthoses/Prostheses:

Psychological/Cognitive:

Sensory (eg vision/hearing):

Behavioural or safety:

Communication:

Does your child have any allergies, medical or other conditions? YES / NO

If yes, please provide further information and an Emergency Action Plan if necessary:

If medication or medical/healthcare services are required during school hours, please provide full details, name, contact number and signed authorisation by the relevant practitioner.

EXTERNAL SERVICE PROVISION

Does your child receive any services from an external agency, which may affect educational arrangements? YES / NO If yes, please provide name of Service Provider and contact number.

EMERGENCY CONTACT DETAILS (OTHER THAN PARENT/GUARDIAN)

(1) Name:

Relationship to Student:

Home Phone #:

Mobile Phone #:

(2) Name:

Relationship to Student:

Home Phone #:

Mobile Phone #:

IMMUNISATION RECORD/MEDICAL INFORMATION

Please provide a copy of your child's Immunisation History Statement from the Australian Immunisation Register. You can download your child's record by accessing MyGov and logging into your Medicare online account.

Family Doctor/Medical Clinic Phone #:

Address of Clinic

Private Health Fund

Blood Group if Known

STUDENT DETAILS (continued)

MEDICAL EMERGENCY AUTHORISATION

I authorise the school to seek medical/dental attention, call an ambulance or to hospitalise my son/daughter when considered necessary. I further authorise the school that if an emergency occurs requiring surgery, anaesthetic, oxygen, blood transfusion or medication, and I am unable to be contacted within a reasonable time, the school has the authority to agree to medically recommend treatment by an accredited medical practitioner on my behalf.

Signature of Parent/Caregiver _____ Date _____

Signature o Parent/Caregiver _____ Date _____

PARENT / CAREGIVER DETAILS

PARENT / CAREGIVER 1

Title	First Name	Surname
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Residential/Postal Address (if different to student's address)

Religion	Parish	Parish Priest
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Occupation	Name of Employer	Work Phone #
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Home Phone #:	Mobile Phone #:	Email Address
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Country of Birth	Citizenship	Nationality
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PARENT / CAREGIVER 2

Title	First Name	Surname
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Residential/Postal Address (if different to student's address)

Religion	Parish	Parish Priest
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Occupation	Name of Employer	Work Phone #:
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Home Phone #:	Mobile Phone #:	Email Address
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Country of Birth	Citizenship	Nationality
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DATA COLLECTION FORM

The following information is collected to enable nationally comparable reporting of students' outcomes against the National Goals for Schooling in the Twenty-First Century. This information is collected in accordance with the School's Privacy Policy.

Is the student of Aboriginal or Torres Strait Islander origin? (please circle)

- No
- Yes, Aboriginal
- Yes, Torres Strait Islander
- Yes, both Aboriginal and Torres Strait Islander

Does the student or their Caregiver 1 or Caregiver 2 speak a language other than English at home? (If more than one language, indicate the one that is spoken most often).

		Student	Caregiver 1	Caregiver 2	Office Use Only
No	English Only				1201
Yes	Italian				2401
Yes	Vietnamese				6302
Yes	Cantonese				7101
Yes	Mandarin				7104
Yes	Arabic				4202
Yes	Afrikaans				1403
Yes	Indonesian				6504
Yes	Spanish				2303
Yes	Malay				6505
Yes	Other—please specify				

What is the highest year of primary or secondary school Caregiver 1 and Caregiver 2 have completed? For persons who have never attended school, mark "Year 9 or equivalent, or below". (Tick one box only in each column.)

	Caregiver 1	Caregiver 2	Office Use Only
Year 12 or equivalent			4
Year 11 or equivalent			3
Year 10 or equivalent			2
Year 9 or equivalent, or below			1

DATA COLLECTION FORM (continued)

What is the highest qualification that Caregiver 1 and Caregiver 2 have completed? (Tick one box only in each column.)

	Caregiver 1	Caregiver 2	Office Use Only
Bachelor degree or above			7
Advanced Diploma / Diploma			6
Certificate I to IV including Trade Certificate			5
No non-school qualification			8

Please select the appropriate caregiver occupation group from the list below and on the following page.

- If the person is not currently 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" in the box below.

Question—What is the Occupation Group of Caregiver 1?

Question—What is the Occupation Group of Caregiver 2?

GROUP 1

Elected officials, senior executives/manager, management in large business organisation, government administration and defence, and qualified professionals

Elected officials (mayor parliamentarian, alderperson, trade union secretary, board member)

Senior executives/general managers/department heads in industry, commerce, media or other large organisation

Public sector manager (public service manager (section head or above), regional director, hospital/health services education)

Other administrator (school principal, faculty head/dean, library/museum/gallery director, research facility director)

Defence forces (Commissioned Officer)

Qualified 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 (GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist, chiropractor, vet, psychologist, therapy professionals, dietician, radiographer, podiatrist)

Education (primary/secondary school teacher, university lecturer, professor, VET, special education)

Law (lawyer, judge, barrister, coroner, solicitor, legal officer)

Engineering (architect, surveyor, chemical/civil/mechanical/mining engineer)

ICT (computer systems manager, designer, software and applications programmers)

Science (all scientists)

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

Social (social/welfare/community worker, counsellor, minister of religion, urban/rural planner, librarian, archivist, interpreter/translator)

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

DATA COLLECTION FORM (continued)

GROUP 2

Other business managers/professionals and associate professionals

Farm/business owner/manager (crop and/or livestock farmer/farm manager, stock and station agent, building/construction, manufacturing, mining, wholesale, import/export, transport business manager)

Specialist manager (works manager, engineering/production manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager, real estate manager, advertising, public relations manager, human resource manager, call or contact centre manager, human resource professionals)

Finance (bank manager, finance/investment/insurance brokers/advisors, credit/loans officer, accountant)

Retail sales/services manager (shop, post office, petrol station, café/restaurant, club, hotel/motel/caravan park, cinema, theatre, travel/betting agency, sports centre, car rental, car/fleet/station manager, other hospitality, retail services managers)

Arts/media (musician, actor, dancer, painter, potter, sculptor, journalist, writer/author, media presenter, photographer, designer, illustrator, proof reader, graphic designer, web designer)

Sportsperson (coach, trainer, sports official, sportsperson)

Associate professionals generally have diploma/technical qualifications and support managers and professional

Medical, science, architectural, building, surveying, engineering, computing, ICT support technician

Health (enrolled nurse, community health worker, paramedic/ambulance officer, massage therapist, welfare/parole officer, youth worker, dental hygienist/technician)

Legal (police officer, prison officer, government inspector, examiner or assessor, occupational/environmental health officer, security advisor, private investigator, debt collector, law clerk, court officer bailiff)

Business/administration (recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office manager, project manager/administrator, mail supervisor, other managing supervisors, management and organisation analysts, contract, program)

Defence Forces (senior non-Commissioned Officers [NCO])

Other (library assistant, museum/gallery technician, research assistant, proof reader)

GROUP 3

Tradespeople and advanced/intermediate clerical, office, sales, carer and service staff

Tradespeople generally have completed a 4-year trade certificate, usually by apprenticeship. All tradespeople are included in this group. (metal fitters and machinists, motor mechanics, structural steel/welding trades workers, carpenters and joiners, plumbers, painters, electricians, chefs/cooks, hairdressers)

Advanced/intermediate clerical, office, sales, carer and service staff

Recording clerk (bookkeeper, bank/post office clerk, statistical/actuarial clerk, account/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/supply logistics/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk)

Inquiry/admissions clerk (customer inquiry/complaints/service clerk, hospital admissions clerk)

Office (secretary, personal assistant, desktop publishing operator, switchboard operator)

Sales (sales representative (goods and service), auctioneer, insurance agent/assessor/loss adjuster, market researcher, real estate sales agent)

Carer (aged/disability/refuge/child care/welfare support worker, nanny, nursing support)

Service (parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor/supervisor, inspectors and regulatory officers)

DATA COLLECTION FORM (continued)

GROUP 4

Machine operators, sales/office/service/hospitality staff, assistants, labourers and related workers

Machine operators

Driver or mobile plant operators (car/taxi/bus/coach/tram/truck/train driver, driving instructor, courier/deliverer, forklift driver, garbage collector, bulldozer/loader/grader/excavator/earthmoving plant operators, farm/horticulture/forestry machinery operators)

Production/processing machine operator (engineering, chemical, petrol, gas, water sewerage, cement, plastics, rubber, textile, footwear, wood/paper/glass/clay/stone/concrete production/processing machine operators)

Other machine operator (photographic developer/printer, industrial spray painter, boiler/air conditioning/refrigeration plant operators, railway signals/points, crane/hoist/lift/bulk materials handling machinery operators, driller, miner)

Sales office, hospitality staff and other assistants

Sales (sales assistant, motor vehicle/caravan/parts salesperson, sales representatives, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker/filler)

Office (typist, word processing/data entry/business/keyboards/machine operator, receptionist, office assistant, general clerk)

Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, barista, kitchen-hand, porter, housekeeper, fast food cooks)

Assistant/aide (trades assistant, school/teacher's/education aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant)

Defence Forces ranks below senior NCO

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, store person, guard, commercial cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor, security office)

SCHOOL FEES

1. **Do you have a current Health Care Card that has been issued in the name of a Caregiver? YES / NO**

(Please note that receipt of a Health Care Card does not jeopardise your prospect of enrolling at St Patrick's, but will be used to provide a reduction in tuition fees.)

2. **Do you require our administration to split the school fees between Caregiver 1 and Caregiver 2? YES / NO**

Unless indicated, school fees will be issued to both Caregiver 1 and Caregiver 2.

3. **Please provide an email address to which the school fees will be forwarded (or two email addresses if the fees are to be split).**

Billing Account Name _____

Billing Account Name _____

Email Address _____

Email Address _____

COLLECTION NOTICE

1. The School collects personal information, including sensitive information about students and parents or guardians, before and during the course of a student'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 for the School and CEWA to support and administer students' safe participation in the educational programme 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 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 a school require certain information to be collected and disclosed. These include the School Education Act, the Children and Community Services Act, and the 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 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 and health services to the School and CEWA, including specialist visiting teachers, sports coaches, 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 authorise 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 provider's servers which may be situated outside Australia. Further information about the School or CEWA's use of an 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 student, or where students have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate.

COLLECTION NOTICE (Continued)

9. The School's Privacy Policy also 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. It may also be disclosed to organisations that assist in the 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.
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 intranet and on ours or CEWA's website. This may include photographs and videos of student activities such as sporting events, school camps and school excursions. The School will obtain permissions from the student's parent or guardian (and from the student if appropriate) if we would like to include such photographs or videos or other identifying material 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.

DISCLOSURE

Do you agree that the information supplied on the Student Information and Family Information sections, can be provided to the relevant Parish Priest? **YES / NO** (please circle)

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 individual needs, medical conditions, health care requirements and/or 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 collections 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.**

Signed Name Date

Signed Name Date

SIBLINGS

Name Age Current School (if applicable)

Name Age Current School (if applicable)

Name Age Current School (if applicable)

Name Age Current School (if applicable)

CHECK LIST

Please refer to the checklist below and provide copies of the relevant documents with your enrolment application:

- Birth Certificate
- Immunisation Record (must come from the Australian Immunisation Register)
- Baptism Certificate (if Catholic)
- Visa/Citizenship documents (if child is not born in Australia)
- Relevant medical and disability information (if applicable)
- Last two school reports (if applicable)
- NAPLAN results (if applicable)
- Have you signed the Medical Emergency Authorisation (page 3) and the Agreement (page 9)?

APPLICATION/ENROLMENT FEES

A non-refundable Application Fee of \$55 is payable for all enrolment applications except for 3-Year-Old Pre Kindergarten enrolments. Payment can be made by Credit Card or via EFTPOS in the school office.

Enrolment offers will be secured by a \$150 Enrolment Deposit, which is refundable on the first fee statement received, and non-refundable should you first accept the place offered and later decline it.

SCHOOL TOURS

If you would like to have a school tour prior to submitting documentation, we would be happy to arrange this. Please contact our school office on (08) 9335 5215 or email admin@stpatsfremantle.wa.edu.au.

We thank you for considering enrolling your child at St Patrick's Primary School.