



ST. ANTHONY'S

Parish Primary School



APPLICATION FOR ENROLMENT

(revised Mar 2019)

Welcome to the St Anthony's Parish Primary School Community. The information collected in this form is required for legal and administrative purposes. All information will be treated confidentially in accordance with our school's privacy policy.

Office Use Only	Date Received:	Campus:
	Enrolment Date:	English Second Language: Yes <input type="checkbox"/> No <input type="checkbox"/>
	Start Date:	House Colour:
	Student/Family Code:	VSN:

New Families to Pay a Non-Refundable Enrolment Application Fee of \$50.00 - must be paid at the time of application.

Certificates which must be included with enrolment form (original documents to be sighted and copies retained by the school)

- ☐ Birth: ☐ Baptism (if Catholic):
- ☐ Immunisation (must be statement from Australian Immunisation Register):
- ☐ Naturalisation Certificate or Australian Passport if child is Australian Citizen and Country of Birth is not Australia:
- ☐ Visa / document of travel / letter of notification and passport photo page if child is not Australian citizen

STUDENT DETAILS			
Surname:		Entry Year (YYYY)	
First Name:	Middle Name:	Entry Level/Grade:	
Preferred First Name:			
Date of Birth:		Religion:	
Male <input type="checkbox"/>	Female <input type="checkbox"/>	Campus: Caulfield <input type="checkbox"/> Glen Huntly <input type="checkbox"/>	
Home Address of Student:			
Street Number & Name:			
Suburb:		Post Code:	

SACRAMENTAL INFORMATION		
Baptism:	Date:	Parish:
Confirmation:	Date:	Parish:
Reconciliation:	Date:	Parish:
Communion:	Date:	Parish:
Current Parish:		

PREVIOUS SCHOOL/PRE-SCHOOL PERMISSION	
Victorian Student Number (VSN) if known:	Date first commenced at an Australian school:
Name of previous school/pre-school:	
I/We give permission for school to contact previous school or pre-school: Yes <input type="checkbox"/> No <input type="checkbox"/>	
MOTHER'S SIGNATURE:	Date:
FATHER'S SIGNATURE:	Date:

NATIONALITY			
Government Requirement		Student's Nationality:	Ethnic Origin:
In which country was the student born: Australia <input type="checkbox"/> Other – please specify:			
Is the student of Aboriginal or Torres Strait Islander origin? (For persons of both Aboriginal and Torres Strait Islander origin mark 'Yes' to both) No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/>			
Does the student or their mother/guardian or their father/guardian speak a language other than English at home? (if more than one language, indicate the one that is spoken most often)			
	Student	Mother/guardian	Father/guardian
English Only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other – please specify			
IF NOT BORN IN AUSTRALIA, CITIZENSHIP STATUS REQUIRED – Government Requirement Please tick the relevant category below and record the Visa Subclass number: (original documents to be sighted and copies to be retained by the school)			
<input type="checkbox"/>	Australian citizen (Naturalisation Certificate or Australian Passport to be sighted)		
Australian Passport Number:		Naturalisation Certificate Number:	
If not currently an Australian Citizen please provide further details as appropriate below:			
<input type="checkbox"/>	Permanent resident, (if ticked, record the Visa Subclass Number)		Visa Subclass No:
<input type="checkbox"/>	Temporary resident, (if ticked, record the Visa Subclass Number)		Visa Subclass No:
<input type="checkbox"/>	Other/Visitor/Overseas Student, (if ticked, record the Visa Subclass Number)		Visa Subclass No:
Date of Arrival into Australia: __ / __ / __			
*Please attach visa/document of travel/letter of notification and passport photo page.			

MEDICAL INFORMATION			
Doctor's Name:			
Doctor's Address			
Suburb:		Post Code:	Phone:
Medicare No.:		Ref No:	Expiry:
Private Health: Yes <input type="checkbox"/> No <input type="checkbox"/>		Fund:	Number:
Ambulance: Yes <input type="checkbox"/> No <input type="checkbox"/>		Number:	
Medical Condition:	Please specify any medical conditions the student suffers from and/or any prescribed medications taken by the student. A Medication Action Plan will be sent home for you to complete.		
Allergies:	Please list any known allergies the student has e.g. allergy to nuts, penicillin, bee stings, eggs, bandaids, including specific details. If yes, please complete an Allergy Management Plan.		

MOTHER/GUARDIAN					
Surname:		Title: (e.g. Mrs/Ms)		Christian Names:	
Address:					
Home Phone:		Work Phone:		Mobile:	
Email:				Date of Birth:	
Government Requirement	Occupation:	What is the occupation group? (select from list of parental occupation groups attached)			
Religion:		Nationality:			
Country of Birth:	<input type="checkbox"/> Australia	<input type="checkbox"/> Other (please specify):			
What is the highest year of primary or secondary school the mother/guardian has completed: (Persons who have never attended secondary school, mark 'Year 9 or below')					
Year 9 or below <input type="checkbox"/>	Year 10 or equivalent <input type="checkbox"/>	Year 11 or equivalent <input type="checkbox"/>	Year 12 or equivalent <input type="checkbox"/>		
What is the level of the highest qualification the mother/guardian has completed:					
No post school qualification <input type="checkbox"/>	Certificate I to IV (including trade certificate) <input type="checkbox"/>	Advanced diploma/Diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>		

FATHER/GUARDIAN					
Surname:		Title: (e.g. Mr/Dr)		Christian Names:	
Address:					
Home Phone:		Work Phone:		Mobile:	
Email:				Date of Birth:	
Government Requirement	Occupation:	What is the occupation group? (select from list of parental occupation groups attached)			
Religion:		Nationality:			
Country of Birth:	<input type="checkbox"/> Australia	<input type="checkbox"/> Other (please specify):			
What is the highest year of primary or secondary school the father/guardian has completed: (Persons who have never attended secondary school, mark 'Year 9 or below')					
Year 9 or below <input type="checkbox"/>	Year 10 or equivalent <input type="checkbox"/>	Year 11 or equivalent <input type="checkbox"/>	Year 12 or equivalent <input type="checkbox"/>		
What is the level of the highest qualification the father/guardian has completed:					
No post school qualification <input type="checkbox"/>	Certificate I to IV (including trade certificate) <input type="checkbox"/>	Advanced diploma/Diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>		

EMERGENCY CONTACTS WHO CAN COLLECT YOUR CHILD – OTHER THAN PARENT					
Full Name:		Title:		Relationship to child:	
Home phone:		Mobile:			
Address:					
Full Name:		Title:		Relationship to child:	
Home phone:		Mobile:			
Address:					

SIBLINGS

List all children in your family

Name	School/Pre-school	Year/Grade	Date of Birth

PLEASE INDICATE THE HOME CARE ARRANGEMENTS FOR THIS STUDENT:

<input type="checkbox"/> Living with Mother & Father	<input type="checkbox"/> Single parent: Mother / Father (please circle)
<input type="checkbox"/> Living in a step family	<input type="checkbox"/> Shared parenting e.g. One week with mother , next with father
<input type="checkbox"/> Guardian	<input type="checkbox"/> FTE with Mother: <input type="checkbox"/> FTE with Father:
	<input type="checkbox"/> Out-Of-Home Care

COURT ORDERS (IF APPLICABLE)Are there any current court orders relating to the student? Yes ☐ No ☐*Please give a brief description of the current custody arrangement.**If yes, copies of these court orders e.g. AVOs, Family Court/Federal Magistrates Court orders or other relevant court orders must be provided.*

Is there any other information you wish the school to be aware of?

PERMISSIONS (please tick)	
<input type="checkbox"/>	I give permission for my child's hair to be checked for head lice in the event of an outbreak or when required.
<input type="checkbox"/>	I give permission for school staff to apply sunscreen on my child during P.E lessons, at sporting events and on excursions in Terms 1 & 4.
<input type="checkbox"/>	I give permission for my family's contact details to be provided to St Anthony's Glen Huntly Parish where they may be used for fundraising activities for the Parish.
<input type="checkbox"/>	<p>Where I am unable to be contacted I give the Principal or delegate permission to consent to my child receiving medical or surgical assistance as recommended by a medical practitioner in the event of any accident or illness.</p> <p>I give the Principal (or delegate) permission to consent to such first aid as is considered reasonable or necessary in the event of accident or illness.</p> <p>I accept all risks involved in the administration of medical, surgical or first aid treatment considered necessary, and the responsibility for payment of all expenses incurred in relation to such treatment and any emergency transportation required.</p>
<input type="checkbox"/>	I give consent for my child to leave the school grounds in the company of teachers to visit places of interest in our local community, including the Parish Hall, East Caulfield Park and Glen Huntly Park. These places will be within walking distance of our school. For excursions further afield, requiring the use of public transport, a separate notice will be sent home prior to the excursion taking place.
<input type="checkbox"/>	I understand that this permission is valid for the period of my child's primary school years at the school and will only need to be renewed if the school's policy changes.

ENROLMENT COMMITMENT
(please tick)

- ☐ I/We support the Catholic ideas and values presented by the Caulfield and Glen Huntly Parish and I agree to do my very best to present the same ideas and values in the home.
- ☐ I/We understand that the daily life of the school involves the children's participation in prayer, Mass and the sacraments. I am aware of my obligation to initiate and continue that participation in their lives.
- ☐ As first and essential educators of my child, I recognise my obligation to be actively involved in the life of the school and parish community.
- ☐ I/We further undertake to pay all school fees and levies as determined by the Parish Education Board, unless circumstances require that I seek a concession from the Principal / Parish Priest. I understand that these monies are due and payable in full by the end of November each year.
- ☐ I/We accept that we will abide by the school policies as amended from time to time.
- ☐ I/We accept that the school reserves the right to suspend or expel a student for serious or continued breaches of the school rules, regulation and/or policies, including conduct which brings into disrepute the good name and reputation of the school.
- ☐ I/We accept the standards the school sets regarding grooming, uniform and personal representation.
- ☐ I/We understand that excursions, swimming and overnight camps are an integral component of the school's educational program and I fully support my child's participation in these activities.
- ☐ I/We undertake to obtain a Victorian Working With Children Card.

MOTHER'S SIGNATURE:		Date:
FATHER'S SIGNATURE:		Date:

SCHOOL FAMILY OCCUPATION INDEX

PARENT OCCUPATION GROUPS

Please select the appropriate group from the following list.

GROUP N: Unemployed for more than 12 months

If you are not currently in paid work but have had a job in the last 12 months, or have retired in the last 12 months, please use your last occupation to select from the list. If you have not been in paid work for the last 12 months, enter 'N' into the 'occupation code' field on the enrolment form.

OCCUPATION GROUP A

SENIOR MANAGEMENT IN LARGE BUSINESS ORGANISATIONS, GOVERNMENT ADMINISTRATION AND DEFENCE AND QUALIFIED PROFESSIONALS

Senior management in large business organisations

Senior Executive / Manager / Department Head in industry, commerce, media or other large organisation

- **Business** [e.g. chief executive, managing director, company secretary, finance director, chief accountant, personnel/industrial relations manager, research and development manager]
- **Media** [e.g. newspaper editor, film/television/radio/stage producer/director/manager]

Government administration

- **Public Service Manager** (Section head or above) [e.g. regional director, hospital/health services/nurse administrator, school principal, faculty head/dean, library/museum/gallery director, research /facility manager, police/fire services administrator]
- **Defence Forces Commissioned officer**

Qualified Professionals – generally have a degree or higher qualifications and experience in applying this knowledge to: -design, develop or operate complex systems, identify, treat and advise on problems, teach others

Health, Education, Law, Social Welfare, Engineering, Science, Computing professional, Business, Air/sea transport

- **Health** [e.g. GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist, chiropractor, veterinarian, psychologist, therapy professional, radiographer, podiatrist, dietician]
- **Education** [e.g. school teacher, university lecturer, VET/special education/ESL/private teacher, education officer]
- **Law** [e.g. judge, magistrate, barrister, coroner, solicitor, lawyer]
- **Social Welfare** [e.g. social/welfare/community worker, counsellor, minister of religion, economist, urban/regional planner, sociologist, librarian, records manager, archivist, interpreter/translator]
- **Engineering** [e.g. architect, surveyor, chemical/civil/electrical/mechanical/mining/other engineer]

- **Science** [e.g. scientist, geologist, meteorologist, metallurgist]
- **Computing** [e.g. IT services manager, computer systems designer/administrator, software engineer, systems/applications programmer]
- **Business** [e.g. management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]
- **Air/sea transport** [e.g. aircraft pilot, flight officer, flying instructor, air traffic controller, ship's captain/officer/pilot]

OCCUPATION GROUP B

OTHER BUSINESS OWNERS/MANAGERS, ARTS/MEDIA/SPORTSPERSONS AND ASSOCIATE PROFESSIONALS

Business Owner / Manager

- **Farm/business owner/manager** [e.g. crop and/or livestock farmer/farm manager, stock and station agent, building/construction, manufacturing, mining, wholesale, import/export, transport business manager, real estate business]
- **Specialist manager** [e.g. works manager, engineering manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager, personnel, industrial relations]
- **Financial services manager** [e.g. bank branch manager, finance/investment/insurance broker, credit/loans officer]
- **Retail sales/services manager** [e.g. shop, post office, restaurant, real estate agency, travel agency, betting agency, petrol station, hotel/motel/caravan park, sports centre, theatre/cinema, gallery, car rental, car fleet, railway station]

Arts / media / sportspersons

- **Artist/Writer** [e.g. editor, journalist, author, media presenter, photographer, designer, illustrator, musician, actor, dancer, painter, potter, sculptor]
- **Sports** [e.g. sportsman/woman, coach, trainer, sports official]

Associate professionals – generally have diploma /technical qualifications and provide support to managers and professionals

Health, Education, Law, Social Welfare, Engineering, Science, Computing technician / Business/administration

- **Medical, science, building, engineering, computer technician/associate professional**
- **Health/social welfare** [e.g. enrolled nurse,

community health worker,
paramedic/ambulance officer, massage
therapist, welfare/parole officer, youth worker,
dental hygienist/technician]

- **Law** [e.g. police officer, government inspector, examiner or assessor, occupational/environmental health officer, security advisor, private, law clerk, court officer, bailiff]
- **Business/administration** [e.g. recruitment/employment/industrial relations/training officer, marketing/ advertising specialist, market research analyst, technical sales representative, retail buyer, office/business manager, project manager/administrator, other managing supervisors]
- **Defence Forces** [e.g. senior non-commissioned officer]
- **Other** [e.g. library technician, museum/gallery technician, research assistant, proof reader]

OCCUPATION GROUP C

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.

Tradesmen/women

- **Trades** [e.g. Electrician, plumber, welder, cabinet maker, carpenter, joiner, plasterer, tiler, stonemason, painter decorator, butcher, pastry cook, panel beater, fitter, toolmaker, aircraft engineer]

Clerks, Skilled office, sales and service staff

- **Clerk** [e.g. bookkeeper, bank clerk, PO clerk, statistical/actuarial clerk, accounts/claims/audit/ payroll clerk, personnel records clerk, registry/filing clerk, betting clerk, production recording clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk/despacher, bond clerk, customs agent/clerk, customer inquiry/complaints/service clerk, hospital admissions clerk]
- **Office** [e.g. secretary, personal assistant, desktop publishing operator, switchboard operator]
- **Sales** [e.g. company sales representative (goods and services), auctioneer, insurance agent/assessor/loss adjuster, market researcher]
- **Carer** [e.g. aged/disabled/refuge care worker, child care assistant, nanny]
- **Service** [e.g. meter reader, parking inspector, postal delivery worker, travel agent, tour guide, flight attendant, fitness instructor, casino

dealer/gaming table supervisor]

OCCUPATION GROUP D

MACHINE OPERATORS, HOSPITALITY STAFF, OFFICE ASSISTANTS, LABOURERS AND RELATED WORKERS

Drivers, mobile plant, production/processing machinery and other machinery operators

- **Driver or mobile plant operator** [e.g. car, taxi, truck, bus, tram or train driver, courier/ deliverer, forklift driver, street sweeper driver, garbage collector, bulldozer/loader/grader/excavator operator, farm/horticulture/forestry machinery operator]
- **Production/processing machine operator** [e.g. engineering, chemical, petroleum, gas, water, sewerage, cement, plastics, rubber, textile, footwear, wood/paper, glass, clay, stone, concrete, production/processing machine operator]
- **Machinery operator** [e.g. photographic developer/printer, industrial spray painter, boiler/air- conditioning/ refrigeration plant, railway signals/points, crane/hoist/lift, bulk materials handling machinery]

Hospitality, office staff

- **Sales staff** [e.g. 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, sales demonstrator, shelf stacker]
- **Office staff** [e.g. typist, word processing/data entry/business machine operator, receptionist]
- **Hospitality staff** [e.g. hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, fast food cook, usher, porter, housekeeper]
- **Assistant/aide** [e.g. trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, home helper, salon assistant, animal attendant]

Labourers and related workers

- **Defence Forces** [other ranks (below senior NCO) without trade qualification not included above]
- **Agriculture, horticulture, forestry, fishing, mining worker** [e.g. farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]
- **Other worker** [e.g. labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]