

**( Q U R O P ) R Q W**  
Diocese of Broken Bay Systemic Schools

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7 K L V F R P S O H W H G ( Q U R O P H Q W ) R J U D Q W R H E P D L O H G G W R V W D K H V F K

2 I I L F H 8 V H R C Family Code	Student ID
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0 D L O I U F R R R O W R E H V H Q W W R

SOHDHONH Mrs Mr Mrs Ms Dr Prof

Surname ..... Given Name .....

Address .....

..... Postcode.....

Contact tel. .... e-mail address .....

6 W X G H Q W D L O V

Surname ..... Entry Year H J .....

Given name(s)..... Entry Level H J < U.....

Preferred given name ..... Date of Birth.....

Religion ..... What is the student's sex? Male Female  
SOHDVH WLFN RQH ER[

Address LI GLIIHUHQW IURP DERYH PDLQLQJ DGGUHV V

.....

..... Postcode.....

Contact tel. .... e-mail address .....

Does the student reside at this address seven days a week? Yes No

6 D F U D P H Q W R O P D W L R Q L I D S S O L F D E O H

Baptism Date ..... Parish .....

Confirmation Date ..... Parish .....

Reconciliation Date ..... Parish .....

Communion Date ..... Parish .....

Current Parish .....

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What type(s) of care outside of the home did this student have prior to enrolling at school? F K R R V H W K H W \ S H  
D F F H V V H G L Q W K H \ H D U S U L R U W R V F K R R O

Long Day Care Family Day Care Occasional Care Pre-school Playgroup

Other care  SOHDVH VSHFLI\

Extent of prior to school care Up to 6 hrs/week Up to 12 hours/week 12 hrs to fulltime each week

Name of prior to school care service .....

I/We give permission to the school to contact this service provider Yes No

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6XUQDPH )LUVDPH

6WXGHQW HWDLOV

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1DPH

I/We give permission to the school to contact this previous school Yes No

Nationality

In which country was the student born?

Australia Other SOHDVH V.S.H.F.L.I.A.....

Is the student of Aboriginal or Torres Strait Islander origin?

No  
Aboriginal Yes IRU SHUVRQV RI ERWK \$ERU  
Torres Strait Islander Yes ,VODQGHU RULJLQ WLFN ERV

5HVLGHQWLDO 6WDWXV

Australian Citizen &LWLJHQVKLS GRBXPHQWUDOLDQX3DWVSRUWELUWFK LV QRW \$XVWUDOLD

Permanent resident 3DVVSRUW LI FRXQWU\ RI ELUWK LV QRW \$XVWUDOLD

Temporary resident 3DVVSRUW RU 9LVD

Foreign National without residential status 3DVVSRUW DQG 9LVD

Visa No ..... Passport No. .... Visa expiry date .....

/DQPH

Does RM FKOG or their Parent 1/Guardian 1/Carer 1 or Parent 2/Guardian 2/Carer 2 speak a language other than English at home? ,IPRUHWCRQHODQPH LQGLFDWHRQHWRWLSRNHRVWRIWHQ

Student Parent 1/Guardian 1/&DUHU Parent 2/Guardian 2/Carer 2  
Carer

0HGLFQRUPDWLRQ

Name of Doctor/0HGLFDO3UDFWLFH.....  
Address

Postcode ..... Contact tel. ....

Medicare No. ....

Medical Condition(s) 3OHDVH OLVW DQ\ PHGLFDO FRQGLWLRQ V WKH\ DVQGGRIQVDQXI  
SUHV FULEHG PHGLFDWLRQ WDNHQ E\ WKH VWXGHQW

Allergies 3OHDVH OLVW DQ\ NQRZQ DOOHUJLHV WKH VWXGHQW KDV HJ DOOHUJ  
GHWDLOV

Has the student been diagnosed as being at risk of anaphylaxis? Yes No

If yes, does the student have an EpiPen? Yes No

Immunisation 3 O H D V H L Q G L F D W H W K H , P P X Q L V D W L R Q 6 W D W X V V K R Z Q R Q W K H V W X C

Immunisation Status shown on Australian Immunisation Register <i>Immunisation History Statement</i>	
<input type="checkbox"/>	Up to Date – Australian Immunisation Register <i>Immunisation History Statement</i>
<input type="checkbox"/>	Not up to Date - Australian Immunisation Register <i>Immunisation History Statement</i>
<input type="checkbox"/>	Medical Exemption - Australian Immunisation Register <i>Immunisation History Statement</i>
<input type="checkbox"/>	Catch-up Schedule - Australian Immunisation Register <i>Immunisation History Statement</i>
<input type="checkbox"/>	Not immunised – please provide details
' H W D L O V	
.....	
.....	

, P P X Q L V D W L R Q If the student's immunisation is not up to date, the student could be considered 'at risk' and may be excluded if there is an outbreak of an infectious disease in line with NSW Health Immunisation requirements in primary and secondary schools  
[www.health.nsw.gov.au/immunisation/Pages/Immunisation-in-schools.aspx](http://www.health.nsw.gov.au/immunisation/Pages/Immunisation-in-schools.aspx)

6 W X G H Q W 6 S H E M K O 1 H H G V  
 Your application provides an opportunity to gather information that will support the learning needs of your child. Our school seeks to promote the spiritual, educational and social development of all our students. We work in partnership with families to collaboratively plan for students with additional needs.

, I W K H L Q I R U P D W L R Q S U R Y L G H G L V L Q F R P S O H W H R U P L V O H D G L Q J D Q \ G H F

a) Has your child been assessed and diagnosed with a disability? No Yes S O H D V H F R P S O H W H W K I R O O R Z L Q J L Q I

Physical disability Yes No

Details, including practical implications  
 .....  
 .....

Cognitive disability Yes No

Intellectual G L V D E L O L W Language disorder Learning disorder

Other .....

Social, communication, emotional challenges Yes No

6 S H F L E G I V

Autism  
 Behavioural concerns for self or others  
 Mental health concerns eg anxiety, separation disorder, elective mutism, etc  
 Concerns regarding attention eg ADD/ADHD  
 Other .....

Sensory impairment Yes No

Hearing Vision

Other .....

b) What supports are currently in place to support your child to access and participate in their current educational setting?

Adjustments to

- Learning
- Supervision
- Support for health care procedures
- Specialist furniture and/or equipment
- Mobility supports, equipment and/or personnel
- Communication supports (braille, signing, assistive technology, communication devices)
- Disability provisions for assessments
- Other SOH D V H V S H F L I \

c) Is your child receiving specialist therapy? Yes No

- Occupational therapy  Speech Pathology
- Other  SOH D V H V S H F L I \

Please provide copies of all reports from a doctor or health professional relating to your child's special needs.

The school will contact you to begin the consultation process. Ongoing collaboration will assist the school to better understand your child's needs and to commence planning for required (reasonable) adjustments. If there are any changes to your child's special needs you must promptly notify the school.

+ H D O W K D Q G 6 D I H W \

To your knowledge, is there anything in your child's history or circumstances (including medical history) which might pose a risk of any type to him/her, other students and/or staff at this school?

No  
Yes SJ R Y L G H G H W D L O V

Please provide names and contact details of health professionals or other relevant agencies that have knowledge of these issues

Does your child have any history of violent behaviours" Yes No  
Does your child have any history of behavioural problems including verbal bullying? Yes No  
Has your child ever been suspended or expelled from any previous school? Yes No

- If yes, was this for
- Actual violence to any person
  - Possession of a weapon or any item used to cause injury
  - Intimidation, bullying or harassment of students/staff
  - Threats of violence
  - Illegal drugs
  - Other SOH D V H V S H F L I \

3 O H D V H W  
D S S O L E B E O H

& R Q V H I O W / will provide written consent to the school on request to contact health professionals or other relevant agencies Yes No

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6XUQDPH

&RXUW 2UGBUNQWLQJ \$JUHDPSHQWDEOH

Are there any current court orders or parenting agreements relating to the student? Yes No

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PXVW EH SURYLGHG

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

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3DUHQW \*X&UGLHUQ Mr Mrs Ms Dr Prof

Surname ..... First Name.....

Address .....

..... Postcode.....

Contact Nos Home ..... Work .....

Mobile..... e-mail address.....

Occupation .....

Religion ..... Nationality.....

Country of birth Australia Other SOHDVH V.S.H.F.L.I.....

Relationship to Student eg. Mother/Father .....

3DUHQW\*WUGLHUQHU Mr Mrs Ms Dr Prof

Surname ..... First Name.....

Address .....

..... Postcode.....

Contact No Home ..... Work .....

Mobile..... e-mail address.....

Occupation .....

Religion ..... Nationality.....

Country of birth Australia Other SOHDVH V.S.H.F.L.I.....

Relationship to Student eg. Mother/Father .....



1RQ UHVLGHQWLDO3DUHQW Mr Mrs Ms Dr Prof

Surname ..... First Name.....

Address .....

..... Postcode.....

Contact Nos Home ..... Work .....

Mobile..... e-mail address .....

Occupation .....

Religion ..... Nationality.....

Country of birth Australia Other SO H D S H F L I \

Relationship to Student eg. Mother/Father .....

What is the ~~KNVW~~ year of primary or secondary school the parents/guardians/carers have completed?  
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	Parent 1/Guardian 1/ Carer 1	Parent 2/Guardian 2/ Carer 2	Non-residential Parent
Year 12 or equivalent			
Year 11 or equivalent			
Year 10 or equivalent			
Year 9 or equivalent or below			

What is the level of the ~~KNVW~~ qualification the parents/guardians/carers have completed? 0DUNRQH ER[  
RQOLQHDFKRO~~R~~Q

	Parent 1/Guardian 1/Carer 1	Parent 2/Guardian 2/Carer 2	Non-residential Parent
Bachelor degree or above			
Advanced diploma/Diploma			
Certificate I to IV LQFO <del>Q</del> LQ7UDGH&HUWLILFDWH			
No non-school qualification			

What is the occupation group of:

Parent 1/Guardian 1/Carer 1 Parent 2/Guardian 2/Carer 2 Non-residential parent

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(PHUHQ&RQWDFW LQDGGLWLRQSDUHQWVDQGDFDUHUV

Name .....  
 Relationship to student .....  
 Contact tel. ....

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List all children in your family attending school or pre-school IURPROGHVWRRQJHVLQFO&LQDSSOLFQW

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- 1 The school and Catholic Schools Broken Bay (**CSBB**) both independently and through its schools 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. This may be in writing, through technology systems or in the course of conversations. The primary purpose of collecting this information is to enable the school to provide schooling to students enrolled at the school, exercise its duty of care, and perform necessary associated administrative activities, which will enable students to take part in all the activities of the school.
- 2 Some of the information we collect is to satisfy the school's legal obligations, particularly to enable the school to discharge its duty of care.
- 3 Laws governing or relating to the operation of schools require certain information to be collected and disclosed. These include education, public health and child protection laws.
- 4 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 your child from time to time.
- 5 If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your son/daughter. This is particularly so where the information is relevant to the health and safety of the student, other students and/or staff.
- 6 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 including a new school to which a student transfers to facilitate the transfer of the student
  - government departments and agencies (including for policy and funding purposes)
  - CSBB
  - Catholic Schools NSW
  - the Diocese of Broken Bay and its parishes
  - medical practitioners
  - people providing educational, support and health services to the school, including specialist visiting teachers, sports coaches, volunteers, counsellors and providers of learning and assessment tools
  - providers of specialist advisory services and assistance to the school, including in the area of human resources, child protection and students with additional needs
  - assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority (ACARA) and NAPLAN Test Administration Authorities (who will disclose it to the entity that manages the online platform for NAPLAN)
  - agencies and organisations to whom we are required to disclose personal information for education and research purposes
  - people providing administrative and financial services to the school
  - recipients of school publications, such as newsletters and magazines
  - anyone you authorise the school to disclose information to
  - anyone to whom the school is required or authorised to disclose the information to by law, including child protection laws.
- 7 Personal information collected from students is regularly disclosed to their parents or guardians.
- 8 If you make an enrolment application to another school within CSBB, personal information provided during the application stage may be collected from, or shared with, the other school. This personal information may include health information and is used for the purpose of considering and administering the enrolment of the student within CSBB.

- 9 The school uses centralised information management and storage systems (**Systems**). These Systems are provided by the Catholic Education Network (**CEnet**) and third party service providers. CEnet is owned by the Catholic dioceses. Personal information is stored with and accessible by CEnet and the third party service providers for the purpose of providing services to the school in connection with the Systems and for CEnet, for administering the education of students.
- 10 The school 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's use of online or 'cloud' service providers is contained in the CSBB Privacy Policy.
- 11 The CSBB 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. 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, where students have provided information in confidence or where the school is otherwise required or authorised by law to refuse access. Any refusal will be notified in writing with reasons (unless, given the grounds for refusal, it would be unreasonable to provide reasons).
- 12 The CSBB Privacy Policy sets out how to make a complaint about a breach of privacy and how the school will deal with such a complaint.
- 13 The 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 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.
- 14 On occasions information such as academic and sporting achievements, student activities and similar news is published in school newsletters and magazines, on our intranet, on our website or otherwise shared with the school community. This may include photographs and videos of student activities such as sporting events, concerts and plays, 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 photographs or videos in our promotional material or otherwise make this material available to the public such as on the internet.
- 15 If you provide the 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 the school and why.

- 1 I/We agree to support school policies in relation to program of studies, sport, pastoral care, school uniform, discipline and the general operation of the school
- 2 ;:HBYHWKIROORZQGRFQHQWVWRVSRUWWKVDSSOLFDWLRQIRUHQUROPHQW
  - Birth Certificate
  - Sacramental Certificates to date
  - Passport, visa, citizenship documentation LI DSSOLFDEOH
  - Most recent previous school reports and external test results
  - Current Family Court Orders LI DSSOLFDEOH
  - Relevant medical and/or special needs information LI DSSOLFDEOH
  - Immunisation Certificates
  - Reports of assessments your child has received for speech, hearing, cognitive (IQ), occupational therapy LI DSSOLFDEOH

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- 3 If this enrolment application is successful, I/We agree to honour the financial commitments required by the school as per the Schedule of Fees and Charges
- 4 I/We understand that if this application is successful, the information that I/we have provided (eg of address, court orders, special needs etc) must be kept up to date throughout the period of enrolment.
- 5 If this enrolment is accepted, I/we agree to support our child's participation in the religious life of the school (eg school liturgies, retreat programs)
- 6 If, in time of emergencies, accidents or serious illness, I/we cannot be contacted I/we give permission for the principal or their representative, to seek medical attention for my/our child as required. This may include transportation to the nearest hospital, medical centre or doctor by ambulance or private vehicle Yes No

I/We have read all the information in the enrolment package and understand the policies that we will need to abide by should this enrolment application be successful.

I/We have read the Standard Collection Notice about the collection and management of the personal information contained in this form.

I/We understand that if any misleading information has been provided or any omission of significant, relevant information made in this application for enrolment, acceptance will not be granted, or if discovered after acceptance, the enrolment may be withdrawn.

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..... 3DUHQWUUGLDQ&DUHU ..... 'DWH

1RWHA Acceptance of this §SOLFDWLRQIRU(QUROPHQW) is subject to the approval of the school's Enrolment Committee. Acceptance to this school does not constitute acceptance into any other Catholic primary or secondary school.