

# St Mary's Primary School 91 Manning Rd, Malvern East 3145

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<b>APPLICATION FO</b>	OFFICE USE ONLY					
THE FOLLOWING DOCUMENTS M	File Number: 91 :					
Birth Certificate □ Ba	ory Statement □	House:				
Reports from previous school (if applicab		Enrolment Fee Paid:				
Transfer Notice from previous school (if a		Receipt#:				
VICTORIAN STUDENT NUMBER						
Does the student have a Victorian St	udent Number (Please	provide copy of Passpo	rt) No 🛘			
☐ Yes, please specify		☐ <b>Yes,</b> but VSN is unknown				
□ <b>N</b> (	O, THE STUDENT HAS NE	VER BEEN ISSUE	D A VSN			
	STUDENT D	DETAILS				
First Name		Grade of Entry /Commencement Year /				
Middle Name		1 <sup>st</sup> Australian Sch	ool Year (eg: 2001)	):		
Surname		Previous School		Year Level		
Residential address		Kinder Attending				
Sex □ Male □ Female	e (please tick one)	Kinder Teacher				
Date of Birth / /	Kinder Phone Number					
Country of Birth	Does the student speak a language(s) other than English at home? Yes □ No □ If Yes ☑ Please List Below:					
Nationality		1. 2.				
Religion Rank in	n Family					
Indigenous Identifier Aboriginal \ Tor ☐ Aboriginal	res Strait Islander: <b>Yes</b> Torres Strait Islande					
	PARENT/GUARDIAN C	CONTACT DETAI	LS			
Details	Residential Guardian YES / NO Residenti			other/Carer Guardian YES / NO plete details on next page		
First Name						
Surname						
Relationship						
Home Phone Number						
Work Phone Number						
Mobile						
Email Address						
Newsletter emailed to this address	Yes □	No □	Yes □	No □		
Employer						
Current Occupation						
Occupational Group	Group A	0.0	Group A	0 0		
(Refer to page 6 "List of Parental Occupations")	Group B Group C Group D		Group B Group C Group D			

	Education:	Year 10 or 6 Year 11 or 6 Year 12 or 6	equivalent		,	Year 9 or equivalei Year 10 or equival Year 11 or equival Year 12 or equival	ent ent	
Level of Highest Qualifi	Bachelor de Advanced D Certificate I	egree or above Diploma/Diplon I to IV (incl tra ool qualificatio	na 🗆	1	Bachelor degree or Advanced Diploma Certificate I to IV ( No non-school qua	r above /Diploma (incl trade cert)		
Do you speak a langua English at home?	peak a language(s) other than Yes □ No □ If Yes E			Please list be		Yes□ No□ If` 1.	Yes ☑ Please lis 2.	st below:
Country of Birth								
Nationality								
Religion								
Preferred Contact		Y	es □	No 🗆	<del>-</del>	Yes □	No □	
Are there any Family Court Orders/Parenting Plans that have been issued in relation to the enrolling student?								
			MEDION	NET ALL O				
			MEDICAL D	DETAILS				
Doctor's Name				Phone Num	nber			
Student's Medicare Nur	nber			Date of Las	st Tetanı	us Injection/Booste	er	
Allergies /	Please specify a			<b>erts</b> relating	to the s	tudent applying fo		g.
Medical Alert	Allergies to nut	s, penicillin, b	ee stings etc	; astnma ma	nageme	nt etc).		
Immunisations	Has the Immun	nisation Certifi	icate heen suh	mitted? Yes	: □ No I	П		
Tillianisacions	Tido the Illinian		cate been bab					
		S	PECIALIST S	SERVICES				
Has your child been ass	sessed by any of		Specialist Serv		tick ☑ Y	'es or No for each	of the following	1)
Has your child been ass Allergies Yes □ No □	sessed by any of Speech Pat Yes  No	the following thologist		vices (please al Therapist		ogy Clinic	of the following Optometrist Yes  No	
Allergies	Speech Pat	the following thologist	Specialist Serv	vices (please al Therapist	Audiolo Yes □	ogy Clinic No □ therapist	Optometrist Yes  No  Psychiatrist	
Allergies Yes □ No □ Early Intervention Yes □ No □ If you have answered y	Speech Pat Yes □ No School Cou Yes □ No Yes to any of the a	the following thologist unsellor above, please	Specialist Service Occupationa Yes □ No □ Psychologist Yes □ No □ provide full of	vices (please al Therapist  : : : details of the	Audiolo Yes  Physio Yes  ose need	ogy Clinic No □ therapist No □ Is and any assessn	Optometrist Yes □ No □ Psychiatrist Yes □ No □	
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Allergies Yes  No  Early Intervention Yes  No  Support that he/she may support	Speech Pat Yes □ No School Courses to any of the any be currently replication is succe. The school will SACR/Date Rec	the following thologist unsellor above, please ceiving (Supplessful it is early a	Specialist Service Occupational Yes No Description	vices (please al Therapist  i details of the mentation r the school lity to provi	Audiology Physion Yes Dose need must be advide adec	ogy Clinic No □ therapist No □ Is and any assessment provided).  sed promptly of quate services for the copy of Ce	Optometrist Yes  No Psychiatrist Yes No Coment/interventi  any changes or these needs  ertificate Support Y/N Y/N	on/ to the
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FAMILY MAILING DETAILS Family Residential Address						
Mail to						
[eg Mr & Mrs Smith]						
Address				Suburb/	/City	Post Code
Family Phone Number						_
We would like to receive the	newsle	tter via email Yes 🗆 No	) <b></b>	Email A	ddress	
Current Parish						
		EMERGEN	CV COI	NTACT D	NETAIL S	
		Non Residential F		VIACIE	LTAILS	
Details		(if applicable	e)			Y CONTACT
	Please only complete if there is a Parent who does not reside at the Student's Home Address				may be contacted in the	<b>other than a parent</b> who event of an emergency, if ot be contacted
First Name						
Surname						
Relationship to Student						
Home Phone No.						
Business Phone No.						
Mobile Phone No.						
Address - Street					N	/A
Suburb & Post Code						
Employer						
Occupation						
Occupational Group		Group A  Group B				
(Refer to insert "List of Parental Occupations)	Grou	Group C				
Highest Year of School		Group D □  Year 12 or equivalent □				
Education:	Year	11 or equivalent				
		Year 10 or equivalent  Year 9 or equivalent or below				
Level of Highest Qualification		Bachelor degree or above				
- Quamiioution	Advanced Diploma/Diploma  Certificate I to IV (incl trade cert)					
Do you speak a language		No non-school qualification ☐  Yes ☐ No ☐ If Yes ☑ Please Specify:				
other than English at home?	1.	·				
Country of Birth						
Nationality						
Religion			NIII		WII V	
Name		OTHER ( Date of Birth		en in Fa ool Year		Attending
Hamo		Date of Birth	30110	, , , , , , , , , , , , , , , , , , ,	2011001	y
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	AGREEMENT
	Please tick the following boxes and sign where required. Please note, that signatures are required from both parents and or Legal Guardians/Carers, before processing the enrolment.
1.	Approval for Short Excursions  Occasionally teachers might take the children on short walks in the close vicinity of the school. An example would be a nature walk to local parks. For teachers to take children out of the schools grounds it is necessary for parental permission to be granted.
	I give permission for my child to participate in short walking excursions outside school grounds, under the supervision of teachers. I understand that I may not be given prior notice of these short excursions.
2.	Student Images/Work for Display
	From time to time, St Mary's School displays the images, work and achievements of students to the school community in the school newsletter and through in-school displays as stated in the Privacy Collection Notice contained in the Parent Handbook. On occasions the school would also like to display student images and work to the general public. I understand that my signature at the end of this agreement gives permission to use my child's images or work for display to the general public as indicated below.
	Print and On-Line Publishing (community newsletters, school handbook, enrolment advertising, fliers, school website, etc).
3.	St Mary's Parents Committee
	All parents are members of the Auxiliary. The Auxiliary meets monthly in the staff room and all parents are invited to support their work with fundraising & social activities.
4.	I/we have included copies of the following documents with this application for enrolment (please tick appropriate boxes):
	Birth Certificate
	Baptismal Certificate
	Council School Entry Immunisation Certificate
	Evidence of residential address (Either driver's licence or utility account accepted)
	Citizenship documentation (where applicable)
	Most recent previous school reports and external test results (where applicable)
	Transfer Notice from previous school (where applicable)
	Relevant Family Court Orders (where applicable)
	Relevant medical and/or special needs information including clinical/educational assessments (where applicable)
	Working with Children Check Documents (if parents wish to volunteer, help at the school or attend excursions)
	Media Permission Form
5.	I/we understand that if this application is successful the information that I/we have provided must be kept up to date throughout the period of enrolment.

6. If this enrolment is accepted I/We agree to support our child's participation in the religious life of the school (eg school liturgies,

sacramental programs).

	7. If this enrolment application is successful, I/We Schedule of Fees and Charges.	agree to honour the financial commitments required by the school as per the				
	Please print the name/names of those responsible for the payment of fees and sign underneath					
	SIGNED	(Father/Carer)				
	SIGNED	(Mother/ Carer)				
	I/We understand that if this application is succe acceptance of this offer. This will be deducted from	essful a non-refundable enrolment fee is required for all new families on the first year school fees.				
8.	Authority To Act In An Emergency					
	In case of serious injury or illness, I hereby authorise the supervising teacher and Principal, if deemed urgent to obtain all medical assistance, transportation or hospital accommodation and I agree to pay all fares and expenses.  I understand that every effort will be made to contact me.					
	SIGNED	(Father/Carer)				
	SIGNED	(Mother/Carer)				
9.	I/we have read all of the above information and understand the policies that we will need to abide by should this enrolment application be successful. I/we understand that if any misleading information has been provided, or any omission of significar relevant information made in this application for enrolment, acceptance will not be granted, or if discovered after acceptance enrolment may be withdrawn.					
	Please note, that signatures are required from both parents and or Legal Guardians/Carers, before processing the Enrolment.					
	SIGNED	( Father/Carer)				
	SIGNED	(Mother/Carer)				

#### **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.

## Group A: 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]

### **Group B: 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

#### 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. <u>All tradesmen/women are</u> 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]

#### **Group D: 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, kitchenhand, 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]