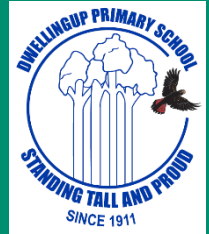




Department of Education

STUDENT ENROLMENT FORM

Dwellingup Primary School
10 Newton Street, DWELLINGUP WA 6213
Phone: 08 9538 5100
Email: dwellingup.ps@education.wa.edu.au



The Student Enrolment Form should be completed if you wish to enrol your child at our school. The student's enrolment is complete once this form is submitted to the school with the necessary documentation.

Family details should include the details of the parent/carer residing at the same address as the student. Details relating to parents or other carers not residing with the student may be included in other contact details.

You will also need to complete a ***Student Health Care Summary*** which has been provided with this pack. Please complete the forms in English. Please contact the school if you require assistance with translation.

OFFICE USE ONLY

Year of Enrolment

20

Year Level

STUDENT DETAILS

Student surname

Legal surname (if different)

Previous Surname (if applicable)

1st Name

2nd Name

3rd Name

Preferred Name

Date of birth (dd/mm/yy)

Gender

Male

Female

Other

Residential Address

Postcode

Student's Religion (if applicable)

Is the student to be withdrawn from religious instruction or activities?

YES NO

STUDENT DETAILS (Continued)

Is the student of Aboriginal or Torres Strait Islander origin?

- No Yes, Aboriginal Yes, Torres Strait Islander (TSI) Yes, both Aboriginal and TSI

Does the student speak a language other than English at home?

- No, English only Yes, Aboriginal English Yes, other language - please specify

(If more than one language, including an Aboriginal language, indicate the one that is spoken most often)

What was the first language spoken at home?

Does the student mainly speak English at home? YES NO

EVIDENCE OF IMMUNISATION STATUS

The student's Australian Immunisation Register (AIR) Immunisation History Statement shows the immunisation status is:

- Up to date Not up to date The student has an Immunisation Certificate issued by the Chief Health Officer

SIBLING DETAILS

Full Name/s of siblings attending this school

Student lives with:

Both Parents

Parent/Carer 1

Name

Relationship to student

Parent/Carer 2

Name

Relationship to student

Independent minor

Name

Relationship to student

Adult Student

Name

Relationship to student

Other, please specify

Name

Relationship to student

RESIDENCY STATUS

Nationality (optional)

Country of Birth

Is the student an Australian citizen?

- YES NO

If No, Is the student a permanent resident of Australia? NO YES - If Yes, Visa Sub Class Number

Is the student a temporary resident of Australia?

- YES NO

If Yes, Date of Arrival in Australia

Visa Sub Class Number

Visa Expiry Date
(if applicable)

PREVIOUS SCHOOL

Previous School

If previously enrolled in Home Education, specify the Education Region

DISABILITY

Does the student have a disability / learning difficulty / mental health

YES NO

If Yes, please specify

Please tick if you can provide documentation about (The school will request copies of this information)

- | | |
|--|---|
| <input type="checkbox"/> Autism | <input type="checkbox"/> Physical Disability |
| <input type="checkbox"/> Deaf or Hard of Hearing | <input type="checkbox"/> Severe Mental Disorder |
| <input type="checkbox"/> Global Developmental Delay (prior to age 6) | <input type="checkbox"/> Specific Speech and/or Language Impairment |
| <input type="checkbox"/> Intellectual Disability | <input type="checkbox"/> Vision Impairment |
| <input type="checkbox"/> ADHD | <input type="checkbox"/> Dyslexia / Dyscalculia / Dysgraphia |

CONFIDENTIAL INFORMATION

Is this student subject to any court orders in respect of their care, welfare and development or access restrictions?

YES NO

If YES, please specify and attach supporting documentation.

Does the family or student have a Health Care Card?

YES NO

If Yes, please provide card number

Expiry Date

 / /

Is this student in the care of Director General of the Department of Communities - Child Protection and Family Support (CPFS)?

NO YES - If YES, please specify the name of the CPFS Case Manager, their CPFS District and their contact phone number.

District

Name

Contact Number

Does the student receive any of the following allowances? (Check the boxes that apply)

- Secondary Assistance Youth Allowance Assistance for Isolated Children (AIC) Abstudy

PARENT / CARER 1 DETAILS

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Date of birth (dd/mm/yy)	<input type="text"/> / <input type="text"/> / <input type="text"/>	Gender	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other
Postal Address <i>(if different from student residential address)</i>	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 1 speak a language other than English at home?

- NO, English only YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 1 has completed?

- Year 12 or equivalent Year 11 or equivalent
 Year 10 or equivalent Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 1 has completed?

- Bachelor degree or above Advanced diploma/Diploma
 Certificate I to IV (including trade certificate) No non-school qualification

What is the occupation group for Parent/Carer 1?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

1. Senior Management in large business organisation, government administration & defence, and qualified professionals
2. Other business managers, arts/media/sportspersons & associate professionals
3. Tradesmen/women, clerks and skilled office, sales & service staff
4. Machine operators, hospitality staff, assistants, labourers and related workers
8. Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 month, enter '8'.)

PARENT / CARER 2 DETAILS

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Date of birth (dd/mm/yy)	<input type="text"/> / <input type="text"/> / <input type="text"/>	Gender	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other
Postal Address (if different from student residential address)	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 2 speak a language other than English at home?

NO, English only YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 2 has completed?

Year 12 or equivalent Year 11 or equivalent
 Year 10 or equivalent Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 2 has completed?

Bachelor degree or above Advanced diploma/Diploma
 Certificate I to IV (including trade certificate) No non-school qualification

What is the occupation group for Parent/Carer 2?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

1. Senior Management in large business organisation, government administration & defence, and qualified professionals
2. Other business managers, arts/media/sportspersons & associate professionals
3. Tradesmen/women, clerks and skilled office, sales & service staff
4. Machine operators, hospitality staff, assistants, labourers and related workers
8. Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 month, enter '8'.)

OTHER FAMILY DETAILS

If applicable, please talk to your school about:

- arrangements for the payment of contributions or charges;
- distribution of information, including student reports and newsletters

OTHER CONTACT DETAILS – *Mandatory Field (People other than Parent/Carer who may be contacted in an emergency.)

CONTACT 1:

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Postal Address <i>(if different from student residential address)</i>	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone (Home)	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

CONTACT 2:

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Postal Address <i>(if different from student residential address)</i>	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone (Home)	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

PRIVACY AND DECLARATION

Please tick to confirm:

I understand:

- that the student's enrolment information is confidential and will be kept as required by the Department of Education's record keeping procedures.
- that information on the Enrolment Form will be used to meet the Department of Education's reporting requirements to other Government departments or agencies. This includes providing the Department of Health with my child's immunisation status as requested.

I declare:

- This is the only enrolment I have made for the student.
- I understand that I am required to notify the school as soon as any of the enrolment details for the student change.
- I understand that if I provide false or misleading information the student's enrolment may be reconsidered or cancelled.
- I have provided all documentation available to me.

Name of person enrolling student

Title

First Name

Surname

Relationship to the student

Signature

Date

 / /

(Independent minors and those aged 18 years or older may sign on their own behalf)

- If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

APPROVAL OF PRINCIPAL OR DELEGATE

Principal's approval

Enrolment approved

YES NO

Signature

Date

 / /

OFFICE USE ONLY

Student's official documentation all sighted Date / / YES NO

Birth certificate Passport Visa document/s
 Other, please specify

Year/Form/Class House Faction

Student's Residency status Australian citizen Permanent resident Temporary resident

International Fee Paying YES NO

Entry Date / / Previous School

LOTE Stage Records received YES NO

Contributions/Charges Billing PG1 (%) PG2 (%) Other (%)

School records (including reports, to be sent to) PG1 PG2 Other

AIR Immunisation History Statement provided YES NO
Date of issue / / Immunisation status is Up to date Not up to date

Date AIR sighted / /

If not up to date, additional request/s for documentation on date/s:

Immunisation Certificate issued by the Chief Health Officer YES NO

Kindergarten eligibility for immunisation exemption: Code

Enrolment approved by Principal YES NO Date / /

Entered on School Information system by Date / /

Student leaves school (Date) / / Advice of Transfer (Date) / /

Destination

Records received from transferring school YES NO Date / /

Relates to questions in Parent/Carer 1 and Parent/Carer 2 sections in this form

GROUP 1	GROUP 2	GROUP 3	GROUP 4
<p>Senior management in large business organisation government administration & defence, and qualified professionals</p>	<p>Other business managers, arts/media/sportspersons and associate professionals</p>	<p>Tradesmen/women, clerks and skilled office, sales and service staff</p>	<p>Machine operators, hospitality staff, assistants, labourers and related workers</p>
<p>Senior executive/ manager / department head in industry, commerce, media or other large organisation.</p> <p>Public service manager (section head or above), regional director, health/ education/police/ fire services administrator.</p> <p>Other administrator [school Principal, faculty head/dean, library/museum/gallery director, research facility director].</p> <p>Defence Forces Commissioned Officer.</p> <p>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.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.</p> <p>Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer].</p> <p>Air/sea transport [aircraft/ships captain/officer/ pilot, flight officer, flying instructor, air traffic controller].</p>	<p>Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.</p> <p>Specialist manager [finance/ engineering/production/ personnel/ industrial relations/ sales/marketing].</p> <p>Financial services manager [bank branch manager, finance/ investment/insurance broker, credit/loans officer].</p> <p>Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency].</p> <p>Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author]. or media presenter, photographer, designer, illustrator, proof reader, sportsman/ woman, coach, trainer, sports official].</p> <p>Associate professionals generally have diploma/technical qualifications and support managers and professionals.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional.</p> <p>Business/administration [recruitment/employment/ industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager].</p> <p>Defence Forces senior Non-Commissioned Officer.</p>	<p>Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/ women are included in this group.</p> <p>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].</p> <p>Skilled office, sales and service staff</p> <p>Office [secretary, personal assistant, desktop publishing operator, switchboard operator].</p> <p>Sales [company sales representative, auctioneer, insurance agent/ assessor/loss adjuster, market researcher].</p> <p>Service [aged/disabled/refugee/ child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/ supervisor].</p>	<p>Drivers, mobile plant, production/ processing machinery and other machinery operators</p> <p>Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper].</p> <p>Office assistants, sales assistants and other assistants</p> <p>Office [typist, word processing/ data entry/business machine operator, receptionist, office assistant].</p> <p>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].</p> <p>Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant].</p> <p>Labourers and related workers</p> <p>Defence Forces ranks below senior NCO not included in other groups.</p> <p>Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand].</p> <p>Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].</p>

These categories have been determined nationally and are designed as broad occupational groupings. All Australian states and territories use the same categories.

MEDIA CONSENT

Children’s images and/or their work are often published to recognise excellence or effort and may appear in newspapers, on the internet, in newsletters or on film or video. Their names may also be included but no contact details are provided. Work/images captured by the school will be kept for no longer than is necessary for the purposes outlined above and will be stored and disposed of securely.

- Yes, I give consent to my child to have his/her image and/or work published as described above.
- No, I do not give consent.

In addition, see the School’s policy and the [Student’s online policy](#).

INTERNET ACCESS

Student access to the internet is provided in accordance with the school policy (available from the office or school website). Student access is contingent on abiding by the users’ Code of Conduct.

- Yes, my child has permission to access the internet in accordance with school policy.
- No, I do not give consent.

In addition, see the School’s policy and the [Student’s online policy](#).

VIEWING CONSENT

Children often watch videos / DVDs / television documentaries as part of their learning. Almost always these are ‘G’ rated and don’t require consent. Very occasionally something with a ‘PG’ rating is appropriate for which we would need parental permission.

- Yes, I consent to my child viewing items with a ‘PG’ rating if deemed suitable by the teacher and school administration.
- No, I do not give consent.

LOCAL EXCURSIONS

Children occasionally walk within the local area for minor excursions under the supervision of the teacher and attend activities in local parks, nature reserves, another school, city council library or shopping centre. On all occasions, parents will be notified of the local excursion.

- Yes, I consent to my child participating in teacher supervised local excursions which may involve short walks to and from the school.
- No, I do not give consent.

STINGOES / RAPAIID / BANDAID CONSENT

At times throughout the year children are affected by bites from mosquitos and the like. Many of our children come to school with bites or are being bitten at school and these bites can get itchy or acquire minor cuts.

- Yes, I consent to my child having Stingoes / Rapaid / Bandaid applied if required.
- No, I do not give consent.

PARENT / RESPONSIBLE PERSON CONSENT

Title: _____ First Name: _____ Surname: _____

Signature: _____

Relationship to the student (e.g. parent/guardian/responsible person): _____

REQUESTING CONSENT TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES (BUNDLED CONSENT)

Attachment 3

Our school provides access to Department of Education online services. These enhance the contemporary learning opportunities available to students and the range of teaching tools available to staff to deliver the Western Australian Curriculum.

We seek approval for your child to be given access to these online services. The Department's online services currently provide students with access to:

- individual email and calendar accounts;
- the internet, with all reasonable care taken by central office and schools to monitor and control students' access to websites while at school;
- online teaching and learning services such as Connect, web-conferencing and digital resources;
- online file storage and sharing services; and
- these online services at locations other than school.

Please note that while every reasonable effort is made by schools and the Department to prevent student exposure to inappropriate online content when using Department provided online services, it is not possible to completely eliminate the risk of such exposure. You should be aware that the Department has the right to review, audit, intercept, access and disclose messages created, received or sent over Department online services. Logs of email transactions and internet access data are kept for administrative, legal and security purposes and may be monitored. Similar to other corporate records, emails and internet access records are discoverable in the event of legal action and are subject to provisions of the Freedom of Information Act 1992. (www.foi.wa.gov.au)

You should also be aware that general internet browsing not conducted via the Department's network is not monitored or filtered by the Department. The Department encourages close family supervision of all internet use by children in locations other than school, and strongly recommends the use of appropriate internet filtering software. Advice on managing internet use at home can be found on the Office of the E-Safety Commissioner website (www.esafety.gov.au/iparent). If you agree to your child using these online services, please complete the information on the following pages.

Name of Service	Category	What do I need to know	Further Information
Apple https://www.apple.com/au	Teaching and Learning	<p>Information Provided: Staff/teacher: name, email Student: name, email, work/content, photos or videos, grades or performance data. Other data: school, class details, school year, student username</p> <p>How the information is used: Includes Apple School Manager, pre-loaded applications and additional modules on a Managed Apple ID.</p> <p>Where the information is stored: Outside Australia</p>	<p>https://www.apple.com/au/privacy/</p> <p>https://school.apple.com/</p>
NAPLAN Online https://www.assessform.edu.au/Default.aspx	Assessment & Testing	<p>Information Provided: Student: name, date of birth, work/content, gender, grades or performance data</p> <p>How the information is used: Tests to provide objective, norm-referenced information about students' skills and understandings in a range of key areas.</p> <p>Where the information is stored: Inside Australia</p>	https://www.nap.edu.au/
PAT (ACER) https://www.acer.org/au/pat	Assessment and Testing	<p>Information provided: Staff/teacher: name, email, Student: name, date of birth, work/content, gender, grades or performance data, other data Parent: name, contact information</p> <p>How the information is used: Tests to provide objective, norm-referenced information about students' skills and understandings in a range of key areas.</p> <p>Where the information is stored: Within Australia</p>	<p>https://www.acer.org/privacy</p> <p>https://www.acer.org/online-terms-of-use</p>
Scholastic Literacy Pro https://au.scholastic.com/en/literacy-pro	Teaching and Learning Assessment	<p>Information provided: Staff/teacher: name, email Student: name, email, grades or performance data Other data: school</p> <p>How the information is used: Literacy program including assessment and evaluation.</p> <p>Where the information is stored: Within Australia</p>	<p>https://www.scholastic.com/privacy.htm</p> <p>https://www.scholastic.com/terms.htm</p>

Scholastic Book Club https://www.scholastic.com.au/book-club/book-club-home/	Resources	Information provided: Staff/teacher: name, email Student: name, email, grades or performance data Parent: name, contact information Other data: school How the information is used: Online book club. Where the information is stored: Within Australia	https://www.scholastic.com/privacy.htm https://www.scholastic.com/terms.htm
StudyLadder https://www.studyladder.com.au/	Teaching and Learning	Information provided: Staff/teacher: name, email and other data Student: name, gender and grades or performance data Parent: name and contact information How the information is used: Online educational activities. Where the information is stored: Outside Australia	https://www.studyladder.com.au/about/privacy
Fotoworks https://www.fotoworks.com.au	School Photography	Information provided: Student name, student email, address (optional), phone number (optional), school, class details, school year and profile or other photos (headshot). How the information is used: To provide class/sibling photographs. Where the information is stored: Within Australia	https://www.fotoworks.com.au/privacy
Mathletics www.mathletics.com/au/	Teaching and learning	Information provided: Student: name, school, student email, student password, class details, student work and student performance. How the information is used: Provides students with access to online maths learning tool and online maths competitions. Where the information is stored: Within Australia	http://www.3plearning.com/privacy/
EdCompanion https://bestperformance.com.au/solutions/edcompanion/		Information provided: Staff/teacher: name, email and other data Student: name, gender and grades or performance data How the information is used: Online educational activities. Where the information is stored: Within Australia	https://bestperformance.com.au/privacy-policy/

PARENT / RESPONSIBLE PERSON CONSENT

I consent to my child's information being provided, if required to each of the above service providers until the end of Year 6 or until the end of his/her schooling at Dwellingup Primary School.

Title: _____ First Name: _____ Surname: _____

Signature: _____

Relationship to the student (e.g. parent/guardian/responsible person): _____