ENROLMENT APPLICATION

ST BRIGID’S CATHOLIC SCHOOL
Para Road
Evanston
South Australia 5116

Phone 08 8522 2099
Fax 08 8523 1699
Email info@stbrigidscatholic.edu.au

www.stbrigidscatholic.edu.au
STUDENT DETAIL

Surname ..............................................................................................................  Given Name/s ..............................................................................................................

Male/Female (circle)  Birth Date .......... / .... / ....  Commence Year ..........  Term ..........  Level ..........

Address ..............................................................................................................  Postcode ..............................................................................................................

First enrolled in a school in Australia ......................................................  Religion ..............................................................................................................

Is the student of Aboriginal or Torres Strait Islander Origin?

No ..................................................................................................................  Yes Aboriginal ..................................................................................................

Yes Torres Strait Islander ..................................................................................  Yes Both Aboriginal and Torres Strait Islander ..........................................................

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

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

No English only ...............................................................................................  Yes Polish ...........................................................................................................

Yes Italian ......................................................................................................  Yes Tagalog (Filipino) .................................................................................................

Yes Vietnamese ...............................................................................................  Yes Serbian ..........................................................................................................

Yes German ......................................................................................................  Yes Other (please specify) .....................................................................................

Country of Birth

Australia ......................................................................................................  New Zealand ......................................................................................................

United States of America ..................................................................................  United Kingdom .............................................................................................

Thailand ...........................................................................................................  China ..................................................................................................................

Other (please specify) ......................................................................................

Sacraments | Parish | Date | Sacraments | Parish | Date

Baptism | Reconciliation

Confirmation | Eucharist

Most recent Schools and Pre-Schools (include Kindergarten up to present time and location)

1. ......................................................................................................................  From .................................  To ..................................................

2. ......................................................................................................................  From .................................  To ..................................................

3. ......................................................................................................................  From .................................  To ..................................................

4. ......................................................................................................................  From .................................  To ..................................................

FAMILY DETAILS

Mother/Parent 1/Guardian 1  Father/Parent 2/Guardian 2

Title ..............................................................................................................  Mr  Mrs  Ms  Miss  Dr (please circle)

Family Name ..................................................................................................  Given Name ......................................................................................................

Employer ...........................................................................................................  .......................................................................................................................

If not employed, do you receive a government benefit?  YES  NO (circle one)

Telephone Numbers  Hm ..............................................  Wk ..............................................  Hm ..............................................  Wk ..............................................

Fax ..............................................  M ..............................................  Fax ..............................................  M ..............................................

Email address: ................................................................................................

Country of Birth ..............................................................................................

Date of arrival in Australia .............................................................................. (if applicable)
**Cultural Background**

**Religion**

**Relationship to Child** (eg Father, Mother, Guardian, etc.)

**Residential Address**

**Postal Address**

**Child resides with**

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Family Court or other relevant Court Order  YES  NO  (circle one)
(If YES, you are required to provide a copy of that order to the school)

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**The following data is required for Federal Government Statistical Reports and is a requirement of Catholic Education South Australia**

**Occupation**
(Please refer to the list of parental occupation groups on page 7)

What is the occupation group of the mother/parent1/guardian1?
(Please select the appropriate parental occupation group from the attached list and place the group number in the box)

- If the person is not current 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’ above.

What is the occupation group of the father/parent2/guardian2?
(Please select the appropriate parental occupation group from the attached list and place the group number in the box)

- If the person is not current 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’ above.

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**Language Other than English**

Does the mother/parent1/guardian1 speak a language other than English at home?
(If more than one language, indicate the one that is spoken most often)

<table>
<thead>
<tr>
<th>No</th>
<th>English only</th>
<th>Yes Polish</th>
<th>Yes Greek</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes Italian</td>
<td>Yes Tagalog (Filipino)</td>
<td>Yes Arabic (incl Lebanese)</td>
<td></td>
</tr>
<tr>
<td>Yes Vietnamese</td>
<td>Yes Serbian</td>
<td>Yes Cantonese</td>
<td></td>
</tr>
<tr>
<td>Yes German</td>
<td>Yes Other (please specify)</td>
<td>.................................................................</td>
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</table>

Does the father/parent2/guardian2 speak a language other than English at home?
(If more than one language, indicate the one that is spoken most often)

<table>
<thead>
<tr>
<th>No</th>
<th>English only</th>
<th>Yes Polish</th>
<th>Yes Greek</th>
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<tr>
<td>Yes German</td>
<td>Yes Other (please specify)</td>
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Parental School Education

What is the highest year of primary or secondary school the mother/parent1/guardian1 has completed? (For persons who have never attended school, mark ‘Year 9 or equivalent or below’)

Year 12 or equivalent □ (Mark one box only)
Year 11 or equivalent □
Year 10 or equivalent □
Year 9 or equivalent or below □

What is the highest year of primary or secondary school the father/parent2/guardian2 has completed? (For persons who have never attended school, mark ‘Year 9 or equivalent or below’)

Year 12 or equivalent □ (Mark one box only)
Year 11 or equivalent □
Year 10 or equivalent □
Year 9 or equivalent or below □

Parental non-school education

What is the level of the highest qualification the mother/parent1/guardian1 has completed?

Bachelor degree or above □ (Mark one box only)
Advanced Diploma/Diploma □
Certificate 1 to 1V (including trade certificate) □
No non-school qualification □

What is the level of the highest qualification the father/parent2/guardian2 has completed?

Bachelor degree or above □ (Mark one box only)
Advanced Diploma/Diploma □
Certificate 1 to 1V (including trade certificate) □
No non-school qualification □

Glossary

Bachelor Degree Includes Postgraduate Degree, Masters Degree, Graduate Diploma, Graduate Certificate, Bachelor Degree (with Honours) and Bachelor Degree
Diploma/Advanced Includes Advanced Diploma, Associate Degree and Diploma

OTHER CHILDREN IN FAMILY

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Birth Date</th>
<th>School Attending</th>
<th>Yr Level</th>
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</table>
Please return with Enrolment Form a copy of the following documents:

- A copy of the birth certificate or extract from it
- Latest school report and/or reference from previous schools
- Baptismal Certificate
- Any Court order or related information regarding custody of child (if applicable)
- Documentation relating to special needs (any reports, action plans, assessments, etc)

PRIVACY AND RELEASE OF INFORMATION

1. The school respects the privacy of personal and sensitive information regarding your family. The school collects personal information, including sensitive information about the student and parent(s) before and during the course of a student’s enrolment at the school. The primary purpose of collecting this information is to enable the school to provide schooling for your child. A copy of the school’s privacy policy is enclosed.

2. In situations where parents are separated, it is the policy of the school to release school reports to mother and father of the student upon request. It is also our policy to allow both mother and father to attend parent/teacher interviews upon request. However, the school will abide by any court orders which prevent the release of such information.

3. Some of the information the school collects is to satisfy the school’s legal obligations, particularly to enable the school to discharge its duty of care.

4. Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical information or medical reports about your child from time to time.

5. The school from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other Catholic schools, government departments, South Australian Commission for Catholic Schools, Catholic Education Offices, local parish, medical practitioners and people providing services to the school including specialist visiting Consultants and Advisers from the Catholic Education Offices, sports coaches and volunteers.

6. In the event of default of payment of fees, the school may refer the default to a local Gawler legal firm. If this occurs, personal information will be disclosed to the company and you will be responsible for the collection costs.

7. The school from time to time is required to disclose personal and sensitive information in order to comply with the law or to report matters to the relevant persons or authorities.

8. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.

9. Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, student activities and other news is published in the school.

10. Parents or guardians may seek access to personal information collected about them and their child by contacting the school. However, there will be occasions when access is denied. Such occasions would include 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.

11. As you may know the school from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own fundraising purposes without your consent.

12. 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, that they can access that information if they wish and that the school does not usually disclose the information to third parties.
13. In enrolling my child at this school I/we accept that he/she will be educated in the Catholic faith within a Christian educational environment.
14. I/we accept that support of school staff and co-operation concerning school activities is essential.
15. I/we accept that we will abide by school policies as amended from time to time.
16. I/we accept that participation in camps is compulsory and that if our child commits to representing our school i.e. Catholic Schools Music Festival Choir, Tournament of Minds etc. they will be required to fulfil their obligation in full.
17. I/we accept that the school reserves the right to suspend or expel a student for serious or continued breaches of school rules, regulations and/or policies, including conduct which brings into disrepute the good name and reputation of the school.
18. I/we accept the standards the school sets regarding grooming, uniform and personal presentation.
19. I/we accept responsibility for the payment of tuition fees and other costs associated with the education of my/our child as determined and amended from time to time by the school (except where exemptions/remissions have been sought and granted).
20. I/we give consent for the school to contact any other Catholic school which my child has previously attended for the purpose of ascertaining my/our fee paying record.
21. I/we accept that the school does not accept liability for damage or loss of any personal possessions of students and that insurance for students’ personal possessions is my responsibility.

I acknowledge and accept all of the above terms and conditions (clauses 1-21)

Mother/Guardian Signature ............................................................ Date .............................................
Father/Guardian Signature ............................................................. Date ................................................

I give permission for my child/ren to go on excursions that requires walking within the local area. Parents will be informed should this occur.

Signature ....................................................................................

I give permission for my child/ren to be photographed while at school for promotional purposes with local newspapers and school’s web site.

Signature ....................................................................................

Please state your reasons for choosing this Catholic School for your child’s education.

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........................................................................................................
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........................................................................................................

I declare that all of the information provided in this application, is to the best of my knowledge, true.

(Both parents/guardians to sign if possible) Signature ........................................... Date .........................

Signature .................................................................................... Date .............................................

Please Note: Approximately twelve months prior to a child commencing school, applicants will be contacted regarding their application for enrolment. If applicants accept an offer of enrolment, the terms and conditions detailed in the Application for Enrolment are incorporated in the Enrolment Contract.

A $50.00 non-refundable Enrolment Fee per student is required to be sent with Enrolment Form.
A $100.00 non-refundable Acceptance Fee per student is required on Acceptance of Offer.

Card Name: .................................................. Credit Card □ Cheque □ Cash □
(PLEASE NOTE (WE DO NOT ACCEPT AMEX)

Amount to be debited: $ .................. Expiry date: ...................... Signature: .....................
SPECIAL STUDENT NEEDS AND CONSIDERATIONS

(a) Does your child have any specific achievements, talents? YES / NO
(b) Does your child have any specific learning needs? YES / NO
(c) Has your child attended any specialised agencies, special schools, units or centres? YES / NO
(d) Does your child have any special needs or considerations? YES / NO
   (Disabilities, impediments, allergies, restrictions on physical activity)
(e) Does your child require any special provisions to be made by the school? YES / NO
   (eg medication, disabled access etc.)
(f) Does your child have any infectious diseases? YES / NO
(g) Has an Individual Education Plan been developed with any other school? YES / NO

If answered YES to any of the above questions, please give details using attachments if necessary.

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If answered YES to the above, please complete the Parent/Legal Guardian’s Permission and attach any specialist agency reports.

I, .......................................................... ................................................... ..............................
   (Parent/Legal Guardian)

give permission for information, reports and records on my child,

.................................................. ................................................... ................................................... ..............................
   (Name of Child)
to be released to:

1. The Special Education consultant from the Catholic Education Office. YES / NO
2. Any other professionals who may need access for the benefit of the student. YES / NO
3. I also give permission for the Special Education Consultant to observe, work with, assess (where appropriate) and include, if relevant, their name on the yearly funding submission. YES / NO

Signed .................................................. ...................................................  Date  ............................................. .......

OFFICE USE ONLY

Date Received / / Enrolment Fee / / Acknowledgment Sent / /
Interview Date / / Offer Sent / / Offer Accepted / /
Notice of Acceptance Sent / / Acceptance Fee / /
List of Parental Occupation Groups

<table>
<thead>
<tr>
<th>Group 1: Senior management in large business organisation, government administration and defence and qualified professionals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior executive/manager/department head in industry, commerce, media or other large organisation</td>
</tr>
<tr>
<td>Public service manager (Section head or above), regional director, health/education/police/fire services administrator</td>
</tr>
<tr>
<td>Other administrator (school principal, faculty head/dean, library/museum/gallery director, research facility director)</td>
</tr>
<tr>
<td>Defence Forces Commissioned Officer</td>
</tr>
<tr>
<td>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</td>
</tr>
<tr>
<td>Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer)</td>
</tr>
<tr>
<td>Air/sea transport (aircraft/ship’s captain/officer/pilot, flight officer, flying instructor, air traffic controller)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group 2: Other business managers, arts/media/sportspersons and associate professionals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business</td>
</tr>
<tr>
<td>Specialist manager (finance/engineering/production/personnel/industrial relations/sales/marketing)</td>
</tr>
<tr>
<td>Financial services manager (bank branch manager, finance/investment/insurance broker, credit/loans officer)</td>
</tr>
<tr>
<td>Retail sales/services manager (shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency)</td>
</tr>
<tr>
<td>Arts/media/sports (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official)</td>
</tr>
<tr>
<td>Associate professionals generally have diploma/technical qualifications and support managers and professionals</td>
</tr>
<tr>
<td>Business/administration (recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager)</td>
</tr>
<tr>
<td>Defence Forces senior Non-Commissioned Officer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group 3: Tradesmen/women, clerks and skilled offices</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group</td>
</tr>
<tr>
<td>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)</td>
</tr>
<tr>
<td>Skilled office, sales and service staff</td>
</tr>
<tr>
<td>Office (secretary, personal assistant, desktop publishing operator, switchboard operator)</td>
</tr>
<tr>
<td>Sales (company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher)</td>
</tr>
<tr>
<td>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)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group 4: Machine operators, hospitality staff, assistants, labourers and related workers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drivers, mobile plant, production/processing machinery and other machinery operators</td>
</tr>
<tr>
<td>Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper)</td>
</tr>
<tr>
<td>Office assistants, sales assistants and other assistants</td>
</tr>
<tr>
<td>Office (typist, word processing/data entry/business machine operator, receptionist, office assistant)</td>
</tr>
<tr>
<td>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)</td>
</tr>
<tr>
<td>Assistant/aide (trades’ assistant, school/teacher’s aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant)</td>
</tr>
<tr>
<td>Labourers and related workers</td>
</tr>
<tr>
<td>Defence Forces ranks below senior NCO not included above</td>
</tr>
<tr>
<td>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)</td>
</tr>
<tr>
<td>Other worker (labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor)</td>
</tr>
</tbody>
</table>
Thank you for choosing to apply to St. Brigid’s Catholic School for a placement for your child. We appreciate the significance of this decision. In order to cater for future enrolment, could you identify below why you chose St. Brigid’s Catholic School by prioritizing the items listed below using 1, 2, 3 etc. (1 being highest priority). You do not need to prioritize them all, only those that are significant to you.

Religious Dimension

Academic Achievement

Recommended by others

School Website

Ability to cater for Special needs

Arts/Music/Drama Program

School discipline policy

Relationship between teacher/student

Other: ...........................................................................................................................................
...........................................................................................................................................
...........................................................................................................................................
...........................................................................................................................................

How did you hear about St. Brigid’s Catholic School?

Recommended by others

Advertising

St. Brigid’s Website

Other