



Department of Education



STUDENT ENROLMENT FORM

The Student Enrolment Form should be completed if you wish to accept an offer of a place at Dardanup Primary 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.

Older devices and some smart devices may need Adobe Reader to use this form. A free version of Adobe Reader is available to download via <https://get.adobe.com/reader/>.

SCHOOL NAME

School name	Year Level entering
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STUDENT DETAILS

Student surname

Legal surname (if different)

Previous Surname (if applicable)

1st Name	2nd Name	3rd Name
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Preferred Name

Date of birth (dd/mm/yy)	/	/	Gender	Male	Female	Other
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Residential Address

Postcode

Telephone (Home)	Car Registration (if applicable)
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Student's Religion (if applicable)

Is the student to be withdrawn from religious instruction or activities?	YES	NO
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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, **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? YES NO

If Yes, please specify

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

Autism	Physical Disability
Deaf or Hard of Hearing	Severe Mental Disorder
Global Developmental Delay (prior to age 6)	Specific Speech and/or Language Impairment
Intellectual Disability	Vision Impairment
Other, please specify	

Has the student attended specialist programs such as:

Students at Educational Risk (SAER)	Occupational Therapy
Primary Extension and Challenge (PEAC)	Speech Therapy
Gifted and Talented (TAGS)	Instrumental Music
	Instrument played:

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.

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

STUDENT DETAILS - MEDICAL

Does the student have a medical or health care need?

YES

NO

If yes, please specify below

Allergy - Anaphylaxis

Allergy - Other

Asthma

Diabetes

Diagnosed migraine/headaches

Seizure Disorder (eg: epilepsy)

Hearing condition (eg: otitis media)

Mental health or behavioural (eg: ADD/ADHD/Depression)

Intensive care needs (eg: tube feeding)

Other

Does the student require regular medication at school?

YES

Please provide details below of any other information you would like noted about the student's health.

Permission to Administer First Aid

YES

NO

Do you have ambulance cover?

YES

NO

Name of Fund

Which Medical Practice does the student attend?

Doctor's Name

Permission to Contact Doctor

YES

NO

Does the family or student have a Health Care Card?

YES

NO

If Yes, please provide card number

Expiry Date

/

/

MedicareCardNumber

VALID TO

/

(Student Ref)

Which Dental Clinic does the student attend?

Dentist's Name

Permission to Contact Dentist

YES

NO

PARENT / CARER 1 DETAILS

Title (Mr, Mrs, Ms, Miss, Dr)

First Name

Surname

Relationship to the student

Date of birth (dd/mm/yy) / /

Gender

Male

Female

Other

Postal Address

(if different from student residential address)

Postcode

Telephone (Home)

Mobile Number

Email Address

Occupation

Employer

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 (Mr, Mrs, Ms, Miss, Dr)

First Name

Surname

Relationship to the student

Date of birth (dd/mm/yy) / /

Gender

Male

Female

Other

Postal Address

(if different from student residential address)

Postcode

Telephone (Home)

Mobile Number

Email Address

Occupation

Employer

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 (People other than Parent/Carer 1 and Parent/Carer 2 who may be contacted in an emergency.)

CONTACT 1:

Title (Mr, Mrs, Ms, Miss, Dr)

First Name

Surname

Relationship to the student

Postal Address

(if different from student residential address)

Postcode

Telephone (Home)

Mobile Number

Email Address

CONTACT 2:

Title (Mr, Mrs, Ms, Miss, Dr)

First Name

Surname

Relationship to the student

Postal Address

(if different from student residential address)

Postcode

Telephone (Home)

Mobile Number

Email Address

CONSENT FOR SCHOOL PROGRAMS & ACTIVITIES

At Dardanup Primary School we aim to offer your child the widest range of learning opportunities and celebrate learning whenever possible. This may often require some form of parental consent. This form asks you to consent (or otherwise) to your child's participation / use / access to several aspects of the school program. At all times we make the very best efforts to exercise exemplary standards in respect of duty of care.

MEDIA CONSENT

Student'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 first name 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 for my child to have his/her image and/or work published as described above

No, I do not give consent.

INTERNET ACCESS

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

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

The school is required to seek approval for your child to be given access to these online services. Please note that without your consent, your child will not be permitted to use these [Click this link](#)

VIEWING CONSENT

Students 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

Student's 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 attend other activities that may compliment the curriculum. On all occasions, parents will be notified of the local excursion.

Yes, I consent to my child participating in teacher supervised local excursions involving short walks to and from the school.

No, I do not give consent.

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

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 **Date** / / NO

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/sports persons 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/refuge/ 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 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.