SALE COLLEGE

STUDENT ENROLMENT INFORMATION - 2017

Computer Generated Student ID:

STUDENT DETAILS

PERSONAL DET	AILS C	F ST	TUDENT								
Surname:		Title: (Miss Ms Mr)									
First Given Name	:										
Second Given Na	me:										
∻Sex (tick):	□Ма	ale	☐ Female	Bir	th Date: (dd	-mr	n-yyyy)			_/	./
Student Mobile N	umber	:						Year Leve	l:		
No. & Street:											
Suburb:											
State:	State: Postcode:										
Telephone Numb	er					Silent Number: (tick)			□ Yes	□ No	
Mobile Number:					Fax Number:						
Enrolment Date:Birtl	n Date p	proof s	sighted (tick)		☐ Yes ☐ No Enrolment D	ate:					
Student Email Addr	ess:										
Is there a Medical Alert for the student: (tick)				□ Yes	es 🗆 No						
Does the student have a Disability ID Number: (tie			ck)	□ Yes	□ No Disability ID No.:		ty ID No.:				
FAMILY D List any other fan				is so	chool:						
❖ This question is	asked	as a	requirement of	the	Commonwe	alth	Gove	rnment. All :	schools ac	ross Austra	ia are required to

collect the same information.

PRIMARY FAMILY DETAILS

collect the same information

Main language spoken at home:

NOTE: The 'PRIMARY' Family is: "the family or parent the student mostly lives with" - Alternative and Additional family forms are enclosed if required.

ADULT B DETAILS: IF AT SAME ADDRESS OR COMPLETE

ADULT A DETAILS (PRIMARY CARER):

				ENCLOSED ALTERNA	TIVE FAMILY F	ORM		
Sex (tick):	☐ Male	☐ Female		Sex (tick):	□ Male	☐ Female		
Title: (Ms, Mrs, Mr, D	r etc)			Title: (Ms, Mrs, Mr, D	r etc)			
Legal Surname:				Legal Surname:				
Legal First Name:				Legal First Name:				
What is Adult A's	occupation?			What is Adult B's o	occupation?			
Who is Adult A's e	mployer?			Who is Adult B's e	mployer?			
In which country w	vas Adult A bo	orn?		In which country w	as Adult B bo	rn?		
□ Australia □	Other (please	specify):		□ Australia □	Other (please s	specify):		
Does Adult A spendeme? (If more than the one that is spoken □ No, English □ Yes (please indicate an languages spoken	one language is most often.) (tich only e specify): y additional	spoken at home, indic		 Does Adult B spender home? (If more than the one that is spoken □ No, English □ Yes (please) Please indicate any languages spoken 	one language is most often.) (tick n only e specify): y additional	spoken at hom	•	t
Is an interpreter re	equired? (tick)	□Yes□	No	Is an interpreter re	quired? (tick)	□ Yes	□ No	
❖What is the higher school Adult A has have never attended so a Year 12 or equivation Year 10 or equivation Year 9 or equivation	s completed? school, mark 'Yea alent alent alent	(tick one) (For person	s who	❖What is the higher school Adult B has have never attended s □ Year 12 or equivation □ Year 11 or equivation □ Year 10 or equivation □ Year 9 or equivation	s completed? chool, mark 'Yea alent alent alent	(tick one) (For	persons who	
❖What is the level		st qualification the	Adult	❖ What is the leve		st qualification	n the	
A has completed?	_			Adult B has compl	_	-		
□ Bachelor degree□ Advanced diplom□ Certificate I to IV□ No non-school qu	na / Diploma (including trad	e certificate)		□ Bachelor degree□ Advanced diplom□ Certificate I to IV□ No non-school qu	a / Diploma (including trade	e certificate)		
❖What is the occur	pation group	of Adult A? Please	select	❖What is the occu	pation group	of Adult B?	Please selec	t
	currently in paid or has retired in ation to select from the been in paid were the current with the current to	work but has had a job the last 12 months, ple om the attached occup ork for the last 12	o in ease	 the appropriate parent If the person is not of the last 12 months, use their last occupar group list. If the person has no months, enter 'N'. Is the Parent/ Guard 	currently in paid wor has retired in tation to select fro	work but has hat the last 12 monorm the attached bork for the last 1	ad a job in ths, please I occupation	
Please enter a P/T		o art mile work		Please enter a P/T of		o. i dit iiiio W	J.A.	

These questions are asked as a requirement of the Commonwealth Government. All schools across Australia are required to

Preferred language of notices:

PRIMARY FAMILY CONTACT DETAILS

ADULT A CONTACT DETAILS:

ADULT A CONTACT DETAILS:			ADULT	B CONTACT DETAILS:		
Business Hours:			- Rusine	ss Hours:		
Can we contact Adult A at work? (tick)	□ Yes	□ No		e contact Adult B at w	ork? □ Y∈	s 🗆 No
Is Adult A usually home during business hours? (tick)	□ Yes	□ No	Is Adu	Ilt B usually home duri	ing 🗆 Ye	s 🗆 No
Work Telephone No:			Other	Work Contact nation:		
After Hours:			After H	ours:		
Is Adult A usually home AFTER business hours? (tick)] Yes □ N	0	Is Adu	Ilt B usually home AFT ess hours? (tick)	ER	□ No
Home Telephone No:			Home	Telephone No:		
Email address:			Email	address:		
PRIMARY FAMILY MAILING ADDRESS: Write "As Above" if the same as Fai	mily Home A	Address				
	mily Home A	Address				
Write "As Above" if the same as Far	mily Home A	Address				
Write "As Above" if the same as Far	mily Home A	Address		Postcode:		
Write "As Above" if the same as Far No. & Street Suburb: State:	mily Home A	Address		Postcode:		
Write "As Above" if the same as Far No. & Street Suburb: State:	mily Home A		dividual or (Postcode: Group Practice: (tick)	□ Individual	□ Group
Write "As Above" if the same as Far No. & Street Suburb: State: PRIMARY FAMILY DOCTOR DETAILS:	mily Home A		dividual or (□ Individual	□ Group
Write "As Above" if the same as Far No. & Street Suburb: State: PRIMARY FAMILY DOCTOR DETAILS: Doctor's Name	mily Home A		dividual or (□ Individual	□ Group
Write "As Above" if the same as Fai No. & Street Suburb: State: PRIMARY FAMILY DOCTOR DETAILS: Doctor's Name No. & Street or Box No.:	mily Home A		dividual or (□ Individual	□ Group

PRIMARY FAMILY EMERGENCY CONTACTS:

	Name	Relationship (Neighbour, Relative, Friend or Other)	Telephone Contact	Language Spoken (If English Write "E")
1				
2				
3				
4				

PRIMARY FAMILY BILLING ADDRESS:

Write "As Above" if the same as Family Home Address No. & Street Suburb: State: Postcode: OTHER PRIMARY FAMILY DETAILS □ Parent ☐ Step-Parent ☐ Adoptive Parent Relationship of Adult A to Student: (tick one) ☐ Foster Parent ☐ Host Family ☐ Relative ☐ Other ☐ Friend □ Self ☐ Step-Parent ☐ Adoptive Parent □ Parent Relationship of Adult B to Student: (tick one) ☐ Foster Parent ☐ Host Family □ Relative ☐ Friend □ Self ☐ Other The student lives with the Primary Family: (tick one) ☐ Always ☐ Mostly ☐ Balanced □ Occasionally □ Never Send Correspondence addressed to: (tick one) ☐ Adult A ☐ Adult B ☐ Both Adults □ Neither NOTE: Parents receiving a benefit from Centrelink and holding a current Health Care card or a current Pension card may be entitled to receive the Education Maintenance Allowance. Information on eligibility and application forms are available from the school office. **DEMOGRAPHIC DETAILS OF STUDENT** In which country was the student born? ☐ Australia ☐ Other (please specify): Date of arrival in Australia OR Date of return to Australia: (dd-mm-yyyy) What is the Residential Status of the student: (tick) □ Permanent □ Temporary **Basis of Australian Residency:** ☐ Eligible for Australian Passport ☐ Holds Australian Passport ☐ Holds Permanent Residency Visa Visa Sub Class: Visa Expiry Date: (dd-mm-yyyy) Visa Statistical Code: (Required for some sub-classes) International Student ID (Not required for exchange students) **❖Does the student speak a language other than English at home?** (tick) (If more than one language is spoken at home, indicate the one that is spoken most often) ☐ No, English only ☐ Yes (please specify): ☐ Yes □ No Does the student speak English? (tick) ♦ Is the student of Aboriginal or Torres Strait Islander origin? (tick one) □ No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander ☐ Yes, Both Aboriginal & Torres Strait Islander

What is the stud	lent's living arrangements? (tic	k one):					
☐ At home with 7	TWO Parents/ Guardians	☐ State Arranged Ou	t of Home Care	e # (See Note)		
☐ At home with 0	ONE Parent/ Guardian	☐ Homeless Youth	☐ Homeless Youth				
☐ Independent							
Services and live living with relative	in alternative care arrangements	no have been subject to protective in a away from their parents. These Di iving with non-relative families (for rostered care staff.	HS-facilitated o	care arrange	ments includ		
These questions collect the same in		the Commonwealth Government. Al	l schools acros	ss Australia a	are required		
SCHOOL DETA	ILS						
Date of first of School:	enrolment in an Australian	/					
Name of previou	us School:						
Years of previou	us education:	What was the language of the student's previous education?					
Years of interruled education:	ption to	Is the student repeating a year? (tick)	□ Yes	□ No			
Does the studer	nt have integration funding?	If so please give disability number					
Will the student	be attending this school full ti	me? (tick)	□ Yes	□ No			
If No , what will be days/week)	e the time fraction that the studer	nt will be attending this school? (i.e: 0	0.8 = 4				
Other school Na	ame:	Time fraction:	Enrolled:	□ Yes	□ No		
Does the studer	nt have a Victorian Student Nur	mber (VSN)?					
☐ Yes. Please specify:		es, but the VSN is unknown	□ No. The sissued a VS		never been		
STUDENT ACC	ESS OR ACTIVITY RESTRIC	TIONS DETAILS					
E STUDENT AT RISK?		☐ YES		□No			
ERE AN ACCESS ALER	RT FOR THE STUDENT? (TICK)	☐ YES (IF YES, THEN COMPLETE THE F QUESTIONS AND PRESENT A CURRENT O DOCUMENT TO THE SCHOOL.)	COPY OF THE	☐ NO (IF NO, M MMUNISATION / DETAILS QUEST	MEDICAL CON		
ESS TYPE: (TICK)	☐ PARENTING ORDER	☐ PARENTING PLAN ☐	Intervention	ORDER	☐ PROTEC		
☐ Informal Carer Stat Dec		I DHHS AUTHORISATION	☐ WITNESS PROTECTION PROGRAM ORDER		☐ OTHER		
CRIBE ANY ACCESS RE	ESTRICTION:						
ERE AN ACTIVITY ALE	RT FOR THE STUDENT? (TICK)	□YES	□No				
S, THEN DESCRIBE TH	E ACTIVITY RESTRICTION:						
OFFICE USE ONL							
RENT CUSTODY DOCUM	MENT PLACED ON STUDENT FILE?	☐ Yes	□ No				
222.32. 23001							

STUDENT MEDICAL DETAILS

MEDICAL CONDITION DETAILS:

Does the student suffer from any of the	Hearii	_	□ Yes	□ No	Vision	□ Yes	□ No
following impairments? (tick)	Speed		□ Yes	□ No	Mobility:	□ Yes	□ No
Does the student suffer from Asthma? (tick) If No, plea	se go to th	ne Other Medi	cal Condition	s section	☐ Yes	□ No
ASTHMA MEDICAL CONDITION DETAILS:							
Answer the following questions ONLY if the			rom any as	thma med	ical condition	s.	
Please indicate if the student suffers from following symptoms: (tick)	any of the	· If	my child d	isplays any	of these sym	ptoms plea	ise: (tick)
☐ Cough		Ir	nform Docto	r		□ Yes	□ No
	☐ Difficulty Breathing			ency Conta	ıct	□ Yes	□ No
□ Wheeze			dminister M			□ Yes	□ No □ No
☐ Exhibits symptoms after exertion☐ Tight Chest			Other Medica			□ Yes	□ NO
•			yes, please	specify:			
Has an Asthma Management Plan been pro	ovided to	School?				□ Yes	□ No
Does the student take medication? (tick)	□ Yes	□ No		nedication t	aken:		
Is the medication taken regularly by the stuto symptoms? (tick)	udent (pre	ventive)	or only in r	esponse	☐ Preventativ	e □R	esponse
Indicate the usual dosage of medication taken:	_			now freque ation is tak	-		
Medication is usually administered by: (tick	<u>:</u>)	□ Stude	ent 🗆	Nurse	□ Teacher	□ Oth	ner
Medication is stored: (tick) ☐ with	Student	□w	ith Nurse	□ Fridge	in Staff Room	□ Els	ewhere
More copies of the other medical condition forms are Does the student have any other medical conditions are If yes, please specify:				,		□ Yes	□ No
Symptoms:							
If my child displays any of the symptoms a	•	· · · ·					
Inform Doctor Administer Medication		⊒ No ⊒ No	Inform Em Other Med	ergency Col ical Action	ntact	□ Yes □ Yes	□ No □ No
		,,		se specify:			
Does the student take medication? (tick)	☐ Yes	□ No		nedication	taken:		
Is the medication taken regularly by the stu							
response to symptoms? (tick)	(р. о				reventative	☐ Resp	onse
Indicate the usual dosage of medication taken:				ow frequen n is taken:	tly the		
Medication is usually administered by: (tick	·)	☐ Stude	ent 🗆] Nurse	□ Teacher	□ Other	
Medication is stored: (tick) ☐ with S	Student	□wi	th Nurse	□ Fridge Room	in Staff	□ Elsewhe	re
In the event of illness or injury to my chauthorise the Principal or teacher-in-charcontact me, or it is otherwise impracticable consent to my child receiving smedical practitioner, administer such first aid as the P	ge of my to contact uch med	y child, ct me to: ical or s	where the : <i>(cross out</i> surgical att	Principal any unaco ention as	or teacher-in ceptable state may be dee	-charge is ement) med neces	unable to
Signature of Parent/Guardian:		ı stanını	ember may	r judge to t	Date:	necessary	/. ,

STUDENT DOCTOR DETAILS

The following details should **only** be provided if **this** student has a Doctor and/or Medicare number different to the Primary Family.

Doctor's Name:			
Individual or Group Practice: (tick)		☐ Individual	☐ Group
No. & Street or Box No.:			
Suburb:			
State:	Postcode:		
Telephone Number	Fax Number		
Student Medicare Number:			
ALL PURPOSE LOCAL EXCURSION AGREE	EMENT FO	RM	

AGREEMENT between MOTHER/FATHER/GUARDIAN of the student identified below, and the PRINCIPAL of Sale College representing the school and likewise identified below.

- In relation to my son/daughter/ward I hereby give my permission for my child to attend all School Council
 approved and Staff supervised excursions which form part of the curriculum of Sale College and which take
 place
- 2. within Sale and environs. I understand that such local excursions may range from one period to the whole of the school day.
- 3. I authorise the teacher in charge of the excursion to arrange for such medical or surgical treatment should this be deemed necessary if it is impractical to communicate with me first; and I agree to pay for any expense thus incurred which is not covered by an insurance.
- 4. **Should any act of misconduct on my child's part** whilst on the excursion give cause for concern, I further authorise the teacher in charge to arrange for my child's immediate return to Sale College by the fastest practical method, and I agree to pay all additional expenses which may result from this action.

Signed:	Date:
0	

PARENT UNDERTAKING ON SCHOOL UNIFORM

In developing a student dress code for Sale College, the College Council has determined that a College uniform is to be worn by all students. Reasons for adopting a College uniform include the following:

GENERAL

- To create a sense of collective identity and pride in the College.
- To promote and distinguish the College in the community.

PRACTICAL

- It is generally cheaper for parents.
- Students are easily identifiable in the community.
- It enables easy identification for non school people on the school grounds.

To reinforce College policy, parents who wish to enrol children at Sale College are required to give the following undertaking. (*The following section is to be completed by a parent or guardian*).

I agree to abide by the College's policy of wearing uniform. Specifically I undertake to:

- Outfit my child in complete uniform and to ensure that complete uniform is worn on every school day.
- Provide a note in my own handwriting to explain any occasion when my child is not in complete uniform.

Signed:	_ Date:

PHOTOS IN THE NEWSLETTER AND OTHER SCHOOL PUBLICATIONS

Due to new privacy laws we are obliged to seek permission from parents/guardians before using students photos in

I give / do not give permission for Sale Colleç publications such as the local newspaper etc. Signature	
STUDENT ACHIEVEMENT DATA	
To assist in your child's transition to Sale College w Primary School. I give permission for the schools to exchange informat	ve require authority to exchange information with the feeder tion.
Signature	(parent/guardian)
,	ent Enrolment form. We understand that the information you such, but the details are required to enable staff to properly
I certify that the information contained within this form	is correct.

Signature of Parent/Guardian:

PARENTAL OCCUPATION GROUP CODES

The codes outlined below are to be used when providing family occupation details for enrolled students. This information is used for determining funding allocations to schools.

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. All tradesmen/women are 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, kitchen hand, 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)