



CATHOLIC EDUCATION WILCANNIA-FORBES

ENROLMENT INFORMATION – FOR PARENTS/CARERS (Attach to Enrolment Application)

Thank you for your application to enrol. You are choosing a partnership in Catholic education for your child with a Wilcannia-Forbes Diocesan School. It involves a commitment to work with the school and support the philosophy, values and aims of Catholic education.

Specifically, joining this community means that parents/carers and students are committed to:

- *The development of quality relationships with all members of the school community;*
- *The Catholic identity and evangelising mission of the school within the Church;*
- *Supporting the school in upholding school rules and policies;*
- *Involvement by parents and caregivers, where possible, in the life of the school.*

What to bring

When you come to the school to enrol please bring these documents with you:

- Proof of student's residential address (e.g. original copies of council rates notice, residential lease, electricity accounts, statutory declaration)
- Birth certificate or identity documents
- Copies of any family law or other relevant court orders (if applicable)
- Previous educational information e.g. school reports, NAPLAN reports (if applicable)
- Baptismal certificate
- AIR Immunisation History Statement (or record of overseas immunisation - if applicable)

If your child is a permanent resident but not a citizen, you will need to provide:

- Passport or travel documents
- Current Visa and previous Visas

If your child is a temporary Visa holder, you will also need to provide:

- Evidence of the Visa the student has applied for (if the student holds a Bridging Visa)
- Passport or travel documents. Current Visa and previous Visa.

If your child has any Additional Needs, you will need to provide:

- Completed Form AN1 - Additional Needs Student Information.

Your privacy protected

The information you provide will be used to process your child's application for enrolment, which may include risk assessment.

Please refer to the *Standard Collection Notice* attached to the Application for Enrolment. The Standard Collection Notice forms part of this enrolment.

The health-related information collected is subject to the *Health Records and Information Privacy Act 2002*. It is being collected for the primary purpose of ensuring the health and safety of all students, staff and visitors to

attend the school. It may be used and disclosed to medical practitioners, health workers, other government departments and/or schools for this primary purpose, or for others, related purposes.

Photographs at school

Taking photographs of students can constitute a collection of their personal information. Occasionally photographs are taken of individual students and classes of students at school.

If you do not wish your child to be photographed under any circumstances, please make sure you have specified this on page 11 of this form.

Do parents have to answer questions?

We are required by law to ensure the health and safety of students, staff and visitors on our school. It is necessary for you to answer all questions on this form.

The information you provide will assist the school to communicate with you and to care for your child while at school. If you choose to submit an incomplete form, processing your application may be delayed and the quality of our service to you may be affected.

Giving false or misleading information is a serious offence. In the event that statements made in this application later prove to be false or misleading, any decision made as a result of this application may be reversed.

School attendance, programs and policies

The rights and responsibilities of all members of the Catholic school community are governed by a range of Diocesan and school policies.

The School will communicate important information concerning all children attending via a newsletter which will be made available to you.

School attendance is obligatory for all children between the ages of 6 and 17. If your child is absent for short periods due to medical reasons and you know of the intended absence in advance, please advise the school the dates of the intended absence and provide reasons.

Otherwise, the school requires a written explanation from the parent/carer for every absence within 7 days following the child's absence.

If you wish to apply for an extended absence of your child from school, please do so well in advance of the anticipated date(s) of the absence. To comply with regulations governing school attendance such requests may sometime be refused.

Secure Internet Access and Email

Students are provided with an Internet and email account to enable learning opportunities in a protected and secure environment. Students must abide by the school's policy when using the school's internet and email services.

Why have we asked for information about your occupation and education?

Improving educational outcomes for all young Australians is central to the nation's social and economic prosperity and will position young people to live fulfilling, productive and responsible lives.

National Declaration on Educational Goals for Young Australians states:

Goal 1:

Australian schooling promotes equity and excellence.

Goal 2:

All young Australians become:

- successful learners
- confident and creative individuals
- active and informed citizens.

Achieving these educational goals is the collective responsibility of governments, school sectors and individual schools as well as parents and carers, young Australians, families, other education and training providers, business and the broader community.

To help us to make sure we are achieving these goals, all parents across Australia, no matter which school their child attends, are being asked to provide information about family background. The main purpose of collecting this information is to promote an education system which is fair for all Australian students regardless of their background.

We use the information to evaluate whether our policies are effective and to ensure that no group is experiencing undue disadvantage because of their economic or social background.

Providing information about your occupation and education is voluntary but your information will help us to ensure that all students are being well served by Australian schools.

The four groups listed are used by the Australian Bureau of Statistics to classify occupations. Please choose the group that you think best describes you. If you have retired or stopped work in the past year please choose the group in which you used to work.