

FAMILY NAME \_\_\_\_\_ Year of Entry \_\_\_\_\_ Class \_\_\_\_\_

STUDENTS CHRISTIAN NAME \_\_\_\_\_

# ST FRANCIS OF ASSISI CATHOLIC PRIMARY SCHOOL

1051 Connolly Drive, Butler Western Australia 6036

Po Box 350, Quinns Rocks 6030

Phone: (08) 9562 9500

W: [www.stfrancisbutler.wa.edu.au](http://www.stfrancisbutler.wa.edu.au)

Facebook: [www.facebook.com/stfrancisbutler](https://www.facebook.com/stfrancisbutler)

Email : [admin@stfrancisbutler.wa.edu.au](mailto:admin@stfrancisbutler.wa.edu.au)



## APPLICATION FOR ENROLMENT

### REQUIREMENTS OF THE PRIVACY ACT

1. St Francis of Assisi Catholic Primary School collects personal information, including sensitive information about pupils or parents or guardians before and during the course of a pupil's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your child.
2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and child protection laws.
4. Health information about pupils is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about pupils from time to time.
5. The school from time to time discloses personal and sensitive information to others for administrative and education purposes. This includes to other schools, government departments, Catholic Education Office, the Catholic Education Commission, your local diocese and parish, Schools within other dioceses medical practitioners, and people providing services to the School, including specialist visiting teachers, sports coaches, volunteers and counsellors.
7. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.
8. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions, information such as academic and sporting achievements, pupil activities and other news is published in school newsletters, magazines and on our website, when available.
9. Parents may seek access to personal information collected about them and their son/daughter by contacting the School. Pupils may also seek access to personal information about them. 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 pupil, or where pupils have provided information in confidence.
10. 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. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.
11. We may include your contact details in a class list and school directory.
12. If you provide the School with 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.

**Please supply a photocopy of birth, baptism certificates and Medicare Australian Immunisation History Statement with the return of this application form to the school.**

## STUDENT INFORMATION

Student Surname: \_\_\_\_\_  
First Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Birthplace: \_\_\_\_\_ Birth Certificate Attached: Yes/No  
Aboriginal/Torres Strait Islander: Yes/No  
Nationality: \_\_\_\_\_ Australian Permanent Resident: Yes/No  
Born outside of Australia: \_\_\_\_\_ Date of arrival: \_\_\_\_\_ Number of years in Australia: \_\_\_\_\_  
Country of Citizenship: \_\_\_\_\_ Language Spoken at Home: \_\_\_\_\_

Religious Denomination: _____	Parish Priest: _____
Parish: _____	Suburb: _____
Date of Reception of Sacraments: _____	Baptism Certificate Attached Yes/No
Baptism _____ Reconciliation _____	First Communion _____ Confirmation _____
Present School _____	Location: _____ Year level: _____

## FAMILY INFORMATION

### FEMALE PARENT OR GUARDIAN

Title: \_\_\_\_\_ Surname: \_\_\_\_\_ First Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Religious Denomination: \_\_\_\_\_ Parish Priest: \_\_\_\_\_  
Parish: \_\_\_\_\_ Suburb: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
Contact Address: \_\_\_\_\_  
Contact Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (M) \_\_\_\_\_  
Country of Citizenship: \_\_\_\_\_ Email \_\_\_\_\_

### MALE PARENT OR GUARDIAN

Title: \_\_\_\_\_ Surname: \_\_\_\_\_ First Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Religious Denomination: \_\_\_\_\_ Parish Priest: \_\_\_\_\_  
Parish: \_\_\_\_\_ Suburb: \_\_\_\_\_  
Occupation: \_\_\_\_\_  
Contact Address: \_\_\_\_\_  
Contact Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (M) \_\_\_\_\_  
Country of Citizenship: \_\_\_\_\_ Email \_\_\_\_\_

*Is the primary caregiver the holder of a current Health Care Card or Pensioner Concession Card (PPS Code only)?*  
YES \_\_\_\_\_ NO \_\_\_\_\_

*\*\* Holders of Health Care Card or Pensioner Concession Card (PPS) are entitled to a reduction in Tuition Fees.*

## CUSTODY/GUARDIANSHIP

Name of person(s) with legal guardianship of the student: \_\_\_\_\_  
If applicable a copy of any Parenting or Restraint Order is attached. Yes/No  
Any other conditions enforced at law? \_\_\_\_\_

**SIBLINGS** (Please place in order of birth)

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Does your child attend Daycare/ After school Care? \_\_\_\_\_ Yes/No  
Name & Address of Centre \_\_\_\_\_  
Phone: \_\_\_\_\_

**EMERGENCY CONTACT DETAILS (OTHER THAN A PARENT/GUARDIAN)**

Name: \_\_\_\_\_ Relation to Student: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Numbers: \_\_\_\_\_  
Name: \_\_\_\_\_ Relation to Student: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Numbers: \_\_\_\_\_

**MEDICAL INFORMATION**

**IMMUNISATION RECORD**

F- fully immunised    N - not immunised    I - incomplete immunisation    P- personal objections  
Measles     Mumps     Rubella     Diphtheria     Tetanus   
Hepatitis B     Pertussis     Polio (OPV)     Immunisation Record Attached   
(Whooping Cough)

Family Doctor/Medical Clinic: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Numbers: \_\_\_\_\_  
Dentist/Dental Clinic: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Numbers: \_\_\_\_\_  
Medicare Number: \_\_\_\_\_ Ref No: \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
Private Health Fund: \_\_\_\_\_ Blood Group: \_\_\_\_\_ (if known)

**MEDICAL EMERGENCY AUTHORISATION**

*I authorise the school/college to seek medical/dental attention, call an ambulance or to hospitalise my son/daughter when considered necessary. I further authorise the school/college that if an emergency occurs requiring surgery, anaesthetic, oxygen, blood transfusion, medication and I am unable to be contacted within a reasonable time, the school has the authority to agree to medically recommended treatment by an accredited medical practitioner on my behalf.*

Signature of Parent(s)/Guardian(s): \_\_\_\_\_ Date: \_\_\_\_\_  
FEMALE PARENT OR GUARDIAN  
\_\_\_\_\_  
MALE PARENT OR GUARDIAN  
\_\_\_\_\_  
Date: \_\_\_\_\_

**DISCLOSURE**

Do you agree that the information supplied on the *Student Information* and *Family Information* sections, can be provided to the relevant Parish Priest Yes/No

**AGREEMENT**

I/we understand and accept that the completion of this application/enrolment form does not guarantee an enrolment interview. Successful applicants will be determined in accordance with the school’s enrolment criteria.

I/we understand and accept that attendance at an interview does not guarantee an enrolment offer being made.

I/we understand that enrolment of a student in one Catholic school does not guarantee the enrolment of that student in any other Catholic school.

I/we have completed this application form fully and to the best of my/our knowledge. Further, I/we acknowledge and accept that if it can be demonstrated that I/we have withheld information relevant to the application/enrolment process, especially in relation to this student’s individual needs, medical conditions, health care requirements and/or Parenting Orders, then the enrolment may be refused or terminated on this ground.

I/we agree to abide by the policies and directions of the school and the Catholic Education Commission of Western Australia as they are enacted from time to time.

Signature of Parent(s)/Guardian(s): \_\_\_\_\_ Date: \_\_\_\_\_  
FEMALE PARENT OR GUARDIAN

\_\_\_\_\_ Date: \_\_\_\_\_  
MALE PARENT OR GUARDIAN