



Good Shepherd

Lutheran School | Para Vista

Active and connected, growing for LIFE

Enrolment Application

ELC through to Year 6

OFFICE USE ONLY

Family Name: _____

Student Name: _____

To begin: _____

In Term: _____

Year level: _____

Continue to school: _____

Sibling at school: _____

Another sibling enrolled: _____

Year/s: _____



OFFICE USE ONLY		On System (tick when entered) Yes ☐	
Date Received / /	Acknowledged / /	Interviewed / /	Offer Given / /
Return Deposit by / /	Offer Accepted / /	Deposit Paid / /	Acceptance sent / /
On Waiting List Y / N	Principal Tour Y / N	TASS No Parent:	TASS No Student:

PLEASE NOTE:

For your application to be considered, ALL sections must be correctly completed. If you have any questions, please do not hesitate to contact the school before returning the form.

CHILD'S DETAILS			
Family Name		Given Name/s	
Male / Female	Birthdate: / /	Preferred Name	
Main language spoken at home: If English is your second language, how long has your child spoken English?			
Residency Status ☐ Permanent Resident ☐ Temporary Resident			
Country of Birth		If born overseas ...date of arrival in Australia / /	
Visa Sub Class No		Date first enrolled in a school in Australia / /	
Religious Denomination			
Is this student of Aboriginal or Torres Strait Island Origin? ☐ No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander			
Most recent Schools and Pre-schools (include Early Learning Centres/Child Care up to present time)			
1		From / /	to / /
2		From / /	to / /

STUDENT CONDITIONS AND CONSIDERATIONS The following information is to assist the school on how best to meet the student's needs.					
Has your child received any specialist classroom support? (eg 1:1 Educator Support, observations etc)					YES / NO
Details					
Has your child attended any specialised agencies, special schools, units or centres?					YES / NO
Details					
Does your child receive support from external organisations (including tutors, psychologist, physiotherapist, speech pathologist, occupational therapist etc)					YES / NO
Details					
Does your child require any special provisions to be made by the school? (eg medication assistance, disabled access, restrictions on physical activity, behavioural issues etc)					YES / NO
Details					
Does your child have any of the following conditions or considerations?					
Global Development Delay	Y / N	Hearing	Y / N	Autism	Y / N
Speech	Y / N	ADHD	Y / N	Social/Emotional	Y / N
Physical	Y / N	Non-Verbal	Y / N	Learning Disorder	Y / N
Vision	Y / N	Dysgraphia	Y / N	Dyslexia	Y / N
Dyscalculia	Y / N	Dyspraxia	Y / N		
Other not mentioned					
If YES to any of the above questions, please provide a copy of all diagnosis and Allied Health documentation.					

FAMILY DETAIL	Parent/Guardian 1 (Mother)	Parent/Guardian 2 (Father)
Title	Mrs Ms Miss Dr (Please circle)	Mr Dr (Please circle)
Surname		
Given Name		
Telephone Numbers Work		
Mobile		
Email		
Residential Address		
	Post code	Post code
Usual Occupation (General terms)		
Employer		
Country of Birth		
Visa (if applicable) eg 485	Visa Sub Class No:	Visa Sub Class No:
Date of arrival in Australia		
Main language spoken at home		
Religious Denomination eg Lutheran, Baptist, Catholic etc		
Present place of worship		
Relationship to child (Father, Mother, Step parent)		
Marital Status		

DOCUMENTATION – **Applications **cannot be** processed until all of the listed applicable documentation has been received and a Principal Tour attended or noted as booked.

- ☐ **A copy of the birth certificate or a Centrelink extract
- ☐ **Letter of support/reference from your minister of religion or family friend
- ☐ **Attended a School Tour or have booked in for a School Tour. Date of tour: ____/____/____
- ☐ **Latest school report and/or reference from previous schools (if applicable)
- ☐ **Visa paperwork (if in Australia on a Visa) (if applicable)
- ☐ Court order or related information regarding custody of child
- ☐ Baptismal certificate
- ☐ **Documentation relating to student conditions and considerations (if applicable)

STUDENT PERMISSIONS – this will cover the student from ELC3 to Year 6

I consent to photographs/videos being used in the School/Centre newsletters, displays, school promotional publications and on the school website/social media (accessible by the public)?	YES / NO
I consent to my child having sunscreen applied prior to outdoor activities?	YES / NO
I consent to supervised walks between the School and Early Learning Centre and short walks around the local area for educational purposes?	YES / NO

ELC ENROLMENT - CURIOSITY

Commencement Date (child must be 3yo or older), which term: 1 2 3 calendar year of entry, 20.....

Year Level: (Please circle) ELC 3yo ELC 4yo

Has your child received their up-to-date immunisation? YES NO (to be supplied upon request)

Has your child attended childcare before? YES NO

Would you like your child to continue to Good Shepherd school for Foundation to year 6? YES NO

Having a position at Curiosity does not guarantee a position at the school until a formal offer is made by the school, which involves an enrolment interview with the principal.

SCHOOL ENROLMENT - GOOD SHEPHERD

Commencement date, (no mid-year intake for Foundation), which term, 1 2 3 calendar year of entry, 20.....

Year Level: (Please circle) Foundation Yr1 Yr2 Yr3 Yr4 Yr5 Yr6

We anticipate sending our child to Endeavour College to commence in Year 7 (please circle) YES NO UNSURE

To enrol your child at Endeavour please contact the college for their enrolment form.

Please state your reasons for choosing Good Shepherd Lutheran School for your child's education.

How did you hear about Good Shepherd? Recommended by others [] Roadside Sign [] Through Church []
Open Day [] Newspaper/Magazine [] Website [] Social Media [] Other [] Explain:

RELATIONSHIPS - Carers The following information is helpful to avoid confusion or embarrassment.

Please complete if relevant.

☐ Parents separated☐ Parents divorced☐ Mother deceased☐ Father deceased

With whom does the student normally reside?

☐ Both parents☐ Mother☐ Father☐ Shared/other arrangements

Communication regarding day to day matters is with whom?

☐ Either parent☐ Mother☐ Father☐ Guardian

Are there any Court Orders in place? Y / N If so, please provide a copy.

SIBLING INFORMATION - An Enrolment Application Form must be completed for each child in the family.

Please list other children in your family you would like to attend Good Shepherd who are currently attending school now or will be attending in the future (excluding child entered on this Application).

Other children in the family

M / F

DOB

School/Early Learning Centre
(if applicable)

Yr level

Information included in the following section will, if your application is successful, be required by the Australian Government as part of the school's statistical reporting requirements.

Does the student or their mother/guardian or their father/guardian speak a language other than English at home? (If more than one language, indicate the one that is spoken most often.)

	<i>Student</i>	<i>Mother (parent 1)</i>	<i>Father (parent 2)</i>
No, English only	☐	☐	☐
Yes, Afrikaans	☐	☐	☐
Yes, Arabic	☐	☐	☐
Yes, Cantonese	☐	☐	☐
Yes, Chinese	☐	☐	☐
Yes, German	☐	☐	☐
Yes, Gujarati	☐	☐	☐
Yes, Hindi	☐	☐	☐
Yes, Korean	☐	☐	☐
Yes, Lebanese	☐	☐	☐
Yes, Malayalam	☐	☐	☐
Yes, Mandarin	☐	☐	☐
Yes, Punjabi	☐	☐	☐
Yes, Telugu	☐	☐	☐
Yes, Other – please specify _____			

What is the highest year of primary or secondary school the parents have completed?
(For parents who have never attended school, mark Year 9 or equivalent or below)

	<i>Mother (parent 1)</i>	<i>Father (parent 2)</i>
	Mark one box only in each column	
Year 12 or equivalent	☐	☐
Year 11 or equivalent	☐	☐
Year 10 or equivalent	☐	☐
Year 9 or equivalent or below	☐	☐

What is the highest qualification the parents have completed?

	<i>Mother (parent 1)</i>	<i>Father (parent 2)</i>
	Mark one box only in each column	
Bachelor degree or above	☐	☐
Advanced diploma/Diploma	☐	☐
Certificate I to IV (Including Trade Certificate)	☐	☐
No non-school qualification	☐	☐

What is the occupation group of the mother (parent 1)?

What is the occupation group of the father (parent 2)?

Please select the appropriate parental occupation group from the list on the following page.

If the person is not currently 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' in the box above

Parent Occupation Groups			
Group 1	Group 2	Group 3	Group 4
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	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/producti on/personnel/industrial relations/sales/marketing Financial services manager bank branch manager, finance/investment/insuranc e broker, credit/loans officer Retail sales/services manager shop, petrol station, restaurant, club, cinema, hotel/motel, theatre, agency Arts/media/sports musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sports person, 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/ind ustrial relations/training officer, retail buyer, marketing/advertising specialist, market research analyst, technical sales representative, office/project manager Defence Forces Senior Non-Commissioned Officer	Trades people, clerks and skilled office, sales and service staff Trades people generally have completed a 4 year Trade Certificate, usually by apprenticeship. All trades people are included in this group. Clerks bookkeeper, bank/PO clerk, statistical/actuarial clerk, payroll clerk, accounting/claims/audit 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 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	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, kitchenhand, porter, housekeeper Office assistants, sales assistants and other assistants 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 in other groups 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

INFORMATION COLLECTION NOTICE

*For the purposes of this document, the term 'School' shall be deemed to include both the primary school and the Early Learning Centre (ELC), unless the context explicitly indicates otherwise."

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) or guardian(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 available at the School during school hours.
2. In the case of students transferring from another school we may make contact with the previous school to gain relevant information to assist us in making the best decision for the student.
3. In situations where parents are separated, it is the policy of the School to release school reports to the mother and father of the student upon request. It is also our policy to allow both the 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.
4. 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.
5. 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.
6. The School from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, Lutheran Education Australia, Lutheran Schools Association SA/NT/WA, Lutheran Church of Australia (including all congregations and departments), your own local denominational congregation or parish, medical practitioners, dental clinic, and people providing services to the School including specialist visiting Consultants and, sports coaches and volunteers.
7. In the event of default of payment of fees, the School may refer the default to a debt collection agency. If this occurs, personal information will be disclosed to the agency and you will be responsible for the collection costs.
8. 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.
9. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.
10. Personal information, including photos, is regularly disclosed to the school community. On occasions information such as academic and sporting achievements, student activities and other news is published in the school newsletter, magazine, school promotional material, newspapers, TV, special events, and our website.
11. 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.
12. 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.
13. 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.
14. You may opt out of any direct marketing by contacting the School secretary. This may include flyers for holiday activities by third parties, vouchers, sports clinic flyers etc.

Updated (November 2019)

PARENT/GUARDIAN DECLARATION

1. In enrolling my child at the School I/we accept that she/he will be educated in the Lutheran faith within a Christian educational environment.
2. I/we accept that support of school staff and cooperation concerning school activities is essential.
3. I/we accept that we will abide by school policies as amended from time to time.
4. I/we accept that participation in all curricular and extra-curricular activities prescribed as part of the learning program is compulsory. Eg camps, excursions etc.
5. 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.
6. I/we accept the standards the School sets regarding grooming, uniform and personal presentation.
7. 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).
8. *I agree that I am/we agree that we are both jointly and severally* liable for the payment of all fees charged by the school, including any costs incurred in the recovery of such fees, should the need arise.
9. I/We understand and acknowledge that if we leave Good Shepherd Lutheran Primary School before term 4 of year 6 that we are required to give notice in writing to the Principal of at least 1 term of our intention to leave. If this notice is not given, then the school may request a payment equal to a terms tuition fee to become due and payable if the school is unable to fill the position vacated (this is determined by the Waitlist status for that year level).
10. I/we give consent for the School to contact any other schools which my child has previously attended for the purpose of ascertaining my/our fee-paying record.
11. 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/our* responsibility.

- ☐ I/we declare that I/we have read and understood the enclosed **Information Collection Notice** sheet
- ☐ I/we declare that all of the information provided in this application is, to the best of *my/our* knowledge, true and correct.

(Both parents/guardians to sign)

Signature: _____

Signature: _____

Date: _____

Date: _____

Completed Application Forms should be forwarded to:

The Registrar
PO Box 121
MODBURY NORTH SA 5092