



## St Joseph's Beechworth Application for Enrolment



*This Application Form has been approved by the CES Board for application in each Sandhurst Catholic School and must be customised for use in each particular School in accordance with the instructions outlined in this Framework.*

This is a School which operates with the consent of the Bishop of the Catholic Diocese of Sandhurst and is owned, operated and governed by Catholic Education Sandhurst (CES) Limited, where formation and education are based on the principles of Catholic doctrine, and where the teachers are outstanding in true doctrine and uprightness of life. This application form is part of the CES Limited's Enrolment Framework which is available at [www.sjbeechworth.catholic.edu.au](http://www.sjbeechworth.catholic.edu.au)

<b>Office use only</b>	Date received:	Birth certificate attached: Yes <input type="checkbox"/> No <input type="checkbox"/>
	Enrolment date:	Student/family code:
	Start date:	VSN:
	Immunisation history statement attached: Yes <input type="checkbox"/> No <input type="checkbox"/>	Visa information attached (if relevant): Yes <input type="checkbox"/> No <input type="checkbox"/>
	English as an Additional Language: Yes <input type="checkbox"/> No <input type="checkbox"/>	House Colour:

DETAILS OF CHILD		
Surname:	Entry year (YYYY):	Entry level/grade:
First name/s:		
Preferred first name:		
Date of birth:	Religion: (include rite)	
Male: <input type="checkbox"/>	Female: <input type="checkbox"/>	Other: <input type="checkbox"/>
Proposed Commencement Date of Enrolment:		

SACRAMENTAL INFORMATION		
Baptism:	Date:	Parish:
Confirmation:	Date:	Parish:
Reconciliation:	Date:	Parish:
Communion:	Date:	Parish:
Current parish:		

**SIBLINGS ATTENDING A SCHOOL/PRESCHOOL**

List all children in your family attending school or preschool (oldest to youngest) – include applicant:

Name	School/preschool	Year/grade	Date of birth

**NATIONALITY**

<b>Government Requirement</b>	Nationality:	Ethnicity:
In which country was the student born?	Australia <input type="checkbox"/>	Other – please specify:
Is the student of Aboriginal or Torres Strait Islander origin? (For persons of both Aboriginal and Torres Strait Islander origin, tick 'Yes' for both.)		
No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/>		

**IF NOT BORN IN AUSTRALIA, CITIZENSHIP STATUS\***Please tick the relevant category below and record the visa subclass number as per government requirements:  
(original documents to be sighted and copies to be retained by the school)

Australian citizen not born in Australia:

 Australian citizen (Australian passport or naturalisation certificate number/document for travel if country of birth is not Australia)

Australian passport number:

Naturalisation certificate number:

Visa subclass recorded on entry to Australia:

Date of arrival in Australia:

Not currently an Australian citizen, please provide further details as appropriate below:

 Permanent resident: (if ticked, record the visa subclass number)

 Temporary resident: (if ticked, record the visa subclass number)

 Other/visitor/overseas student: (if ticked, record the visa subclass number)

\* Please attach visa/ImmiCard/letter of notification and passport photo page.

**IMMUNISATION (please attach an immunisation history statement for your child)**All vaccines are recorded on the Australian Immunisation Register (AIR). You are required to obtain an immunisation history statement for your child (visit [myGov](http://myGov)) and provide it to the school with this enrolment form.

Immunisation history statement attached:

Yes       No 

If no, please provide explanation:

If the student entered Australia on a humanitarian visa, did they receive a refugee health check?

Yes       No

MEDICAL INFORMATION			
Doctor's name:			
Street number and name:			
Suburb:		Postcode:	
Medicare number:		Ref number:	
Private health insurance:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Fund:
Ambulance cover:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<b><i>In the event of an emergency an ambulance will be called if required.</i></b>			
Medical condition:	<p><i>Please specify any relevant medical conditions for the student, e.g. asthma, diabetes, anaphylaxis, and/or any medications prescribed for the student. A Medical Management Plan signed by a relevant medical practitioner (doctor/nurse) will be required for each of the medical conditions listed.</i></p> <p><i>Please specific details for any known allergies that do not lead to anaphylaxis, e.g. hay fever, rye grass, animal fur.</i></p>		
Has the student been diagnosed as being at risk of anaphylaxis?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, does the student have an EpiPen?		Yes <input type="checkbox"/>	No <input type="checkbox"/>

Please provide all required information to allow us to meet our duty of care obligations and facilitate the smooth transition of your child into our school. It will assist the school to implement appropriate adjustments and strategies to meet the particular needs of your child. If the information is not provided or is incomplete, incorrect or misleading, current or ongoing enrolment may be reviewed.

ADDITIONAL NEEDS			
Is your child eligible or currently receiving National Disability Insurance Scheme (NDIS) support? Yes <input type="checkbox"/> No <input type="checkbox"/>			
<b>Does your child present with:</b>			
autism (ASD)	<input type="checkbox"/>	behavioural concerns	<input type="checkbox"/>
intellectual disability/developmental delay	<input type="checkbox"/>	mental health issues	<input type="checkbox"/>
ADD/ADHD	<input type="checkbox"/>	acquired brain injury	<input type="checkbox"/>
giftedness	<input type="checkbox"/>	physical impairment	<input type="checkbox"/>
		hearing impairment	<input type="checkbox"/>
		oral language/communication difficulties	<input type="checkbox"/>
		vision impairment	<input type="checkbox"/>
		other condition (please specify)	<input type="checkbox"/>

HAS YOUR CHILD EVER SEEN A:			
paediatrician	<input type="checkbox"/>	physiotherapist	<input type="checkbox"/>
psychologist/counsellor	<input type="checkbox"/>	occupational therapist	<input type="checkbox"/>
psychiatrist	<input type="checkbox"/>	continence nurse	<input type="checkbox"/>
		audiologist	<input type="checkbox"/>
		speech pathologist	<input type="checkbox"/>
		other specialist (please specify)	<input type="checkbox"/>

Have you attached all relevant information/reports? Yes <input type="checkbox"/> No <input type="checkbox"/>	
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**Disclaimer:** Personal information will be held, used and disclosed in accordance with the school's Privacy Collection Notice and Privacy Policy available on its website [insert school web address].

PARENT A/GUARDIAN 1			
Surname:		Title: (e.g. Mr/Mrs/Ms)	First name:
Address:			
Home phone:		Work phone:	Mobile:
SMS messaging: (for emergency and reminder purposes)			Yes <input type="checkbox"/> No <input type="checkbox"/>
Email:			
<b>Government Requirement</b>	Occupation:	occupation group? (select from list of parental occupation groups in the School Family Occupation Index on p. 11)	
Religion: (include rite)		Ethnicity if not born in Australia:	
Country of birth:		<input type="checkbox"/> Other (please specify):	
<b>What is the highest year of primary or secondary school Parent A/Guardian 1 has completed?</b> (Persons who have never attended secondary school, tick 'Year 9 or below'.)			
Year 9 or below <input type="checkbox"/>	Year 10 or equivalent <input type="checkbox"/>	Year 11 or equivalent <input type="checkbox"/>	Year 12 or equivalent <input type="checkbox"/>
<b>What is the level of the highest qualification Parent A/Guardian 1 has completed?</b>			
No post-school qualification <input type="checkbox"/>	Certificate I to IV (including trade certificate) <input type="checkbox"/>	Advanced diploma/diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>

PARENT B/GUARDIAN 2			
Surname:		Title: (e.g. Mr/Mrs/Ms)	First name:
Address:			
Home phone:		Work phone:	Mobile:
SMS messaging: (for emergency and reminder purposes)			Yes <input type="checkbox"/> No <input type="checkbox"/>
Email:			
<b>Government Requirement</b>	Occupation:	occupation group? (select from list of parental occupation groups in the School Family Occupation Index on p. 11)	
Religion: (include rite)		Ethnicity if not born in Australia:	
Country of birth:		<input type="checkbox"/> Other (please specify):	
<b>What is the highest year of primary or secondary school Parent A/Guardian 1 has completed?</b> (Persons who have never attended secondary school, tick 'Year 9 or below'.)			
Year 9 or below <input type="checkbox"/>	Year 10 or equivalent <input type="checkbox"/>	Year 11 or equivalent <input type="checkbox"/>	Year 12 or equivalent <input type="checkbox"/>

**What is the level of the highest qualification Parent A/Guardian 1 has completed?**

No post-school qualification <input type="checkbox"/>	Certificate I to IV (including trade certificate) <input type="checkbox"/>	Advanced diploma/diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>
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**HOME CARE ARRANGEMENTS**

<input type="checkbox"/> Living with immediate family	<input type="checkbox"/> Out-of-home care
<input type="checkbox"/> Carer/guardian	<input type="checkbox"/> Shared parenting, e.g. one week with each parent: Days with Parent A/Guardian 1: Days with Parent B/Guardian 2:
<input type="checkbox"/> Kinship care	<input type="checkbox"/> Other (please specify)

**COURT ORDERS OR PARENTING ORDERS (if applicable)**

Are there any current court orders or parenting orders relating to the student? Yes  No

If yes, copies of these court orders/parenting orders (e.g. AVOs, Family Court/Federal Magistrates Court orders or other relevant court orders) must be provided.

Is there any other information you wish the school to be aware of?

**FAMILY DETAILS**

**Should the Application be accepted and enrolment is completed, who will be responsible for payment of the school fees and levies?**

Surname	First name	Address and email	Phone	Relationship to the student

**EMERGENCY CONTACTS – OTHER THAN PARENT/GUARDIAN**

Name:		Name:	
Relationship to child:		Relationship to child:	
Home phone:		Home phone:	
Mobile:		Mobile:	

PARENT/CARER/GUARDIAN SIGNATURE:		date:	
PARENT/CARER/GUARDIAN SIGNATURE:		date:	

**Note:** The Victorian Government provides the following guidance regarding admission requirements:

*Consent*

The signature of:

1. student, if they are over 15 and living independently
2. parent as defined in the *Family Law Act 1975*  
Note: In the absence of a current court order, each parent of a child who is not 18 has equal parental responsibility.
3. both parents for parents who are separated, or a copy of the court order with any impact on the relationship between the family and the school
4. an informal carer, with a statutory declaration.
5. Carers:
  1. may be a relative or other carer
  2. have day-to-day care of the student with the student regularly living with them
  3. may provide any other consent required e.g. excursions.

Notes for informal carer:

1. statutory declarations apply for 12 months
2. the wishes of a parent prevail in the event of a dispute between a parent legally responsible for a student and an informal carer.

Note: Secondary students may complete parts of the form and co-sign.

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