

## APPLICATION TO ENROL IN AN ARMIDALE DIOCESAN CATHOLIC SCHOOL

<b>School Name and Address of where you are enrolling your child</b>	
<b>Student's Family Name:</b>	<b>Student's Given Name/s:</b>
<b>Enrolment Year (for example, Year 3):</b>	<b>Calendar Year (for example, 2025):</b>
<p>Thank you for your interest in applying to enrol your child in an Armidale Catholic School. The school will contact you to arrange a suitable time for an enrolment interview with the school Principal or his/her representative.</p> <p>This application to enrol form must be completed in English. If you need an explanation of any of the questions or help completing this application, please ask the principal for assistance. You are welcome to provide further information on the attached sheet.</p> <p>Following receipt of this application and after an enrolment interview, the Principal will notify you of the outcome of your application. If your application is accepted, the school will use the information you provided to enrol your child. Please do not purchase items such as uniforms until you receive confirmation of enrolment.</p> <p>This enrolment application is for the nominated school above.</p>	
<b>Please attach copies of all relevant documents to this enrolment application: (Parent/Carer, please tick checkboxes to indicate forms provided)</b>	
<input type="checkbox"/> Proof of student's residential address (for example, original copies of council rates notice, residential lease, electricity accounts, statutory declaration, etc.)	<input type="checkbox"/> Copies of any family law or other relevant court orders (if applicable) (for example, students in the care of the Minister or other family member)
<input type="checkbox"/> Birth certificate or identity documents	<input type="checkbox"/> Baptismal certificate and other Sacramental documents (if applicable)
<input type="checkbox"/> Confirmation of medical needs (eg. Doctor's report)	<input type="checkbox"/> Reports from previous school/s
<input type="checkbox"/> Immunisation history statement	
<b>If your child is not an Australian citizen, you will need to provide:</b>	
<input type="checkbox"/> Passport or travel documents	<input type="checkbox"/> Current visa and previous visas (if applicable)
<b>If your child holds a bridging visa, you will also need to provide:</b>	
<input type="checkbox"/> Evidence of the visa the student has applied for (confirmation of application from the Department of Home Affairs)	

## Introduction

The school and Armidale Catholic Schools are subject to the National Privacy Principles advised under the Privacy Act and the Health Records and Information Privacy Act 2002.

The information you provide will be used to process your child's application for enrolment. It will only be used or disclosed for the following purposes:

- General student administration relating to education and the welfare of the student
- Communication with students, parents or carers
- To ensure the health, safety and welfare of students, staff and visitors to the school
- State and National reporting purposes
- For any other purpose required by law.

The information will be stored securely. You may access or correct any personal information by contacting the school. You should contact the school for concerns or complaints about how your data has been collected, used, or disclosed.

The health-related information collected is subject to the Health Records and Information Privacy Act 2002. It is being collected to ensure the health and safety of all school students, staff, and visitors. It may be used and disclosed to medical practitioners, health workers, other government departments, and/or schools for this primary purpose.

## Do parents have to answer the questions?

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

The information you provide will help the school communicate with you and care for your child while at school. If you submit an incomplete form, processing your application may be delayed or denied, affecting your child's educational quality.

Giving false or misleading information is a serious offence. If statements made in this application later prove false or misleading, any decision made due to this application may be withdrawn.

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

All Australian Education Ministers have agreed on National Goals for Schooling in the 21st Century. The National Goals specifically state that students' school achievement should not be affected by discrimination based on sex, language, culture, ethnicity, religion or disability, or differences arising from social and economic background or geographic location. The goals also state that 'the learning outcomes of educationally disadvantaged students (should) improve and, over time, match those of other students'.

To help us achieve this goal, all parents across Australia, regardless of their child's school, are asked to provide information about their family background.

The primary purpose of collecting this information is to promote a fair education system 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.

The Australian Bureau of Statistics uses the four groups listed on pages 14 and 15 to classify occupations. Please choose the group that best describes you. If you have retired or stopped working in the past year, please select the group you used to work in.

## How to complete this form

Please print all information in BLOCK letters so it is easy to read.  
Please tick boxes where appropriate.

## Student Attendance

Parents are responsible by law for the regular attendance of students at school (Education Act 1990).

Principals and school staff, in consultation with students and their parents, can usually resolve problems of non-attendance.

If a range of school-based interventions has been unsuccessful, the Armidale Catholic Schools Office will be consulted, which may result in the withdrawal of the enrolment placement.

Unexplained absences that are more significant than 15% may result in the withdrawal of the enrolment placement, and the matter will be referred to the Regional Home School Liaison Officer with the NSW Department of Education.

## Student Details

Student's Residential address:
Student Postal address:
Preferred first name (if applicable):
Date of Birth:
Sex:
Country and Place of birth:
Nationality:
If born overseas, what date did the student arrive in Australia?
Religion (if none, please write 'no religion'):

## Catholic Sacraments (include date, parish and town)

Baptism:
Reconciliation:
Eucharist:
Confirmation:

## Languages Spoken at Home

Does the student speak a language other than English at home?

<input type="checkbox"/> No, English only
<input type="checkbox"/> Yes, what languages are spoken at home? (Please write the exact language spoken - for example, Cantonese or Mandarin, not simply 'Chinese'. Please do not write a nationality such as 'Indian'. Please specify the actual language spoken, for example. Hindi or Punjabi)
Is this the primary language spoken at home?

## Aboriginality

Is the student of Aboriginal or Torres Strait Islander origin?

<input type="checkbox"/> Neither Aboriginal nor Torres Strait Islander
<input type="checkbox"/> Aboriginal but not Torres Strait Islander Origin
<input type="checkbox"/> Torres Strait Islander but not Aboriginal Origin
<input type="checkbox"/> Both Aboriginal and Torres Strait Islander Origin
<input type="checkbox"/> Not stated/do not wish to provide

## Previous Schools

Please provide details of any school where the student has previously been enrolled (NSW, interstate or overseas), starting with the most recent. If more space is needed, please attach a page marked "previous school."

Name of School:
Location:
Dates of attendance (for example, from May 2022 to June 2024):

Name of School:
Location:
Dates of attendance (for example, from May 2022 to June 2024):

Name of School:
Location:
Dates of attendance (for example, from May 2022 to June 2024):

## This student's first day of enrolment at an Australian School (dd/mm/yyyy)

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## Kindergarten Students

Has your child attended the following (tick all that apply)?

<input type="checkbox"/> Long Day Care	<input type="checkbox"/> Family Day Care
<input type="checkbox"/> Occasional Care	<input type="checkbox"/> Pre-School
<input type="checkbox"/> Other formal care or other care (for example, Parent, relative, playgroup)	

Amount of formal care each week before enrolling at school:

<input type="checkbox"/> Up to 6 hours per week	<input type="checkbox"/> Up to 12 hours per week	<input type="checkbox"/> 12 hours -full-time each week
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Name/s of pre-school, long day care centre or other formal before-school care service:

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## Students with Diverse Learning Needs

Is your child a young person with diverse learning needs?

Please indicate your child's diverse learning needs (place a tick in all checkboxes that apply)

<input type="checkbox"/> Autism	<input type="checkbox"/> Behaviour disorder/s
<input type="checkbox"/> A hearing impairment	<input type="checkbox"/> An intellectual disability
<input type="checkbox"/> A language disorder	<input type="checkbox"/> Mental health issues
<input type="checkbox"/> A physical disability	<input type="checkbox"/> A vision impairment
<input type="checkbox"/> Difficulties in the basics of learning	<input type="checkbox"/> Acquired brain injury
<input type="checkbox"/> Has attended 'early intervention'	<input type="checkbox"/> Receipt of 'Carer's Allowance'
<input type="checkbox"/> Highly proficient learning skills/unique talents	
<input type="checkbox"/> Other ( please specify)	

Legislation and Diocesan policy recognise that 'accommodation and/or learning adjustments' may be required for students with diverse learning needs.

What accommodations and/ or learning adjustments were provided for your child at his/ her previous school, and/or may be required at this school?

Alternative teaching and learning strategies:

<input type="checkbox"/> Signing	<input type="checkbox"/> Braille
<input type="checkbox"/> A reader or scribe	<input type="checkbox"/> Access to technology
<input type="checkbox"/> Modifications to equipment and/ or furniture	<input type="checkbox"/> Modification to learning spaces
<input type="checkbox"/> Supported by Educational Assistant/ Support Teacher	<input type="checkbox"/> Acceleration or extension programs
<input type="checkbox"/> Other ( please specify)	

Is there anything you do or modify at home that may help us with your child's diverse learning needs at school? (Please answer below.)


## Student's History Relevant to Risk Assessment

Armidale Catholic Schools is responsible for assessing and managing any risks of harm to its staff and students. This application allows you to provide the school with vital information to facilitate a smooth student transition into the school environment. This may include preparing a behaviour management plan or other appropriate strategies to meet the student's needs. The actions taken in response to the information you provide will help safely support the student and contribute to ensuring the safety of your child, other students, and staff.

To your knowledge, is there anything in your child's history or circumstances (including medical history) that might pose a risk to him or her, other students, or staff at this school?	<input type="checkbox"/> NO <input type="checkbox"/> YES
Please provide the names and contact details of health professionals or other relevant bodies that know these issues.	
Does your child have any history of violent behaviour?	<input type="checkbox"/> NO <input type="checkbox"/> YES
If yes, please provide a brief description of the circumstances.	
Has your child ever been suspended or expelled from any previous school?	<input type="checkbox"/> NO <input type="checkbox"/> YES
If yes, what was this for (please tick)?	
<input type="checkbox"/> Actual violence to any person?	<input type="checkbox"/> Possession of a weapon or any item to cause harm or injury?
<input type="checkbox"/> Threats of violence or intimidation of staff, students, or others at the school?	<input type="checkbox"/> Illegal drugs?
<input type="checkbox"/> Are you aware of any other incidents involving your child outside of the school setting? If so, please provide a brief outline of these matters.	

## Medical Information

Doctor's name:
Medical Centre:
Street number & name:
Town:
Postcode:

## Medical Information cont

Please inform the School administration office personnel before your child starts school if he or she has any allergies or other medical conditions. You should also notify the school as soon as you know of any new allergies or other medical conditions.

<b>Allergies</b> <input type="checkbox"/> NO <input type="checkbox"/> YES *If yes, an up-to-date action plan is required.	Please specify any allergies suffered by the student, for example, peanuts or insect stings.  _____ _____
<b>Anaphylaxis</b> <input type="checkbox"/> NO <input type="checkbox"/> YES *If yes, an up-to-date action plan is required.	Please specify any anaphylaxis suffered by the student, for example, peanuts, insect stings.  _____ _____
<b>Other Medical conditions</b>  <input type="checkbox"/> NO <input type="checkbox"/> YES	Please specify any other medical conditions the school should be aware of, such as diabetes, epilepsy, and heart conditions.  _____ _____

## Medication

Please specify any prescribed medication the student will take. (If there is insufficient space, please provide the list.)

_____  _____
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## Parent/ Carer Permission

I give my permission for the school to seek information from the doctor listed above about how to manage any allergy or medical condition the student may experience.

- ☐ NO  
☐ YES

## Special Circumstances

<p>Are there any exceptional circumstances about the student seeking to be enrolled that the school should know before enrolment, for example, mature age, pregnancy, living apart from parental supervision, subject to a court order, or state-arranged home care</p> <p><input type="checkbox"/> NO <input type="checkbox"/> YES</p> <p>If yes, please provide a brief description of the circumstances.</p> <p>_____  _____</p>
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## Family Details - National Goals for School Data Collection

### Parent/Carer 1

For example, Father, living at the same address as the student

Copies of relevant family law or other court orders must be provided if applicable.

\*Please note that a parent not living with this student should complete details in the Other Parent section (Page 11).

Title:	Family Name:
Given Names:	Relationship to Student:
Mobile Number:	Work Number:
Email:	Parent/Carer's religion:
Country of birth:	Nationality:

### Languages spoken at home

Does the Parent/Carer speak a language other than English at home?

<input type="checkbox"/> No - English only
<input type="checkbox"/> Yes, what languages are spoken at home? (Please write the exact language spoken - for example, Cantonese or Mandarin, not simply 'Chinese'. Please do not write a nationality such as 'Indian'. Please specify the actual language spoken, for example. Hindi or Punjabi)
Is this the primary language spoken by Parent/Carer 1?
An interpreter service may be available during school interviews. Would this service be required? Y/N

### Occupation Group

What is the occupation group of Parent/Carer 1? See page 10

Write 1,2,3,4 or 8 in the box below:

Occupation Group:	Occupation:
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### School Education and Qualifications

What is the highest year of schooling that Parent/Carer 1 has completed? For persons who have never attended school, tick Year 9 or equivalent or below (one box only)	What is the highest qualification Parent/Carer 1 has completed? (Tick one box only.)
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Bachelor's degree or above
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Advanced Diploma/Diploma
<input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Certificate I to IV (including trade certificate)
<input type="checkbox"/> Year 9 or equivalent or below	<input type="checkbox"/> No non-school qualification



## Family Details - National Goals for School Data Collection

### Parent/Carer 2

For example, Mother, living at the same address as the student

Copies of relevant family law or other court orders must be provided if applicable.

\*Please note that a parent not living with this student should complete details in the Other Parent section (Page 11).

Title:	Family Name:
Given Names:	Relationship to Student:
Mobile Number:	Work Number:
Email:	Parent/Carer's religion:
Country of birth:	Nationality:

### Languages spoken at home

Does the Parent/Carer 2 speak a language other than English at home?

<input type="checkbox"/> No - English only
<input type="checkbox"/> Yes, what languages are spoken at home? (Please write the exact language spoken - for example, Cantonese or Mandarin, not simply 'Chinese'. Please do not write a nationality such as 'Indian'. Please specify the actual language spoken, for example. Hindi or Punjabi)
Is this the primary language spoken by Parent/Carer 2?
An interpreter service may be available during school interviews. Would this service be required? Y/N

### Occupation Group

What is the occupation group of Parent/Carer 2? See page 10

Write 1,2,3,4, or 8 in the box below:

Occupation Group:	Occupation:
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### School Education and Qualifications

What is the highest year of schooling that Parent/Carer 2 has completed? For persons who have never attended school, tick Year 9 or equivalent or below (one box only)	What is the highest qualification Parent/Carer 2 has completed? (Tick one box only.)
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Bachelor's degree or above
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Advanced Diploma/Diploma
<input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Certificate I to IV (including trade certificate)
<input type="checkbox"/> Year 9 or equivalent or below	<input type="checkbox"/> No non-school qualification

## Parent Occupation Groups for National Goals For Schooling Data Collection

<b>GROUP 1</b> Senior management in large business organisations, government administration and defence, and qualified professionals	<ul style="list-style-type: none"> <li>• Senior executive/ manager/ department head in industry, commerce, media or other large organisation</li> <li>• Public service manager (section head or above), regional director, health/education/ police/fire services administrator</li> <li>• Other administrator (school principal, faculty head/ dean, library/museum/gallery director, research facility director)</li> <li>• Defence Forces Commissioned Officer</li> <li>• Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer)</li> <li>• Professionals generally have a degree or higher qualifications and experience applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.</li> <li>• Health, Education, Law, Social Welfare, Engineering, Science, Computing professional</li> <li>• Air/sea transport (aircraft/ship's captain/officer/ pilot, flight officer, flying instructor, air traffic controller)</li> </ul>
<b>GROUP 2</b> Other business managers, arts/ media/ sportspersons and associate professionals	<ul style="list-style-type: none"> <li>• Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business</li> <li>• Specialist manager(finance/engineering/ production/personnel/industrial relations/ sales/ marketing)</li> <li>• Financial services manager (bank branch manager, finance/investment/ insurance broker, credit/loans officer)</li> <li>• Retail sales/services manager (shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency)</li> <li>• Arts/media/sports (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proofreader, sportsman/woman, coach, trainer, sports official)</li> <li>• Associate professionals generally have diploma/technical qualifications, and support managers and professionals</li> <li>• Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/ associate professional</li> <li>• Business/administration (recruitment/ employment/industrial relations/ training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager)</li> <li>• Defence Forces Senior Non-Commissioned Officer</li> </ul>
<b>GROUP 3</b> Trades persons, clerks and skilled office sales and service staff	<p>Tradesmen/women generally have completed a 4-year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group:</p> <ul style="list-style-type: none"> <li>• Clerks (bookkeeper, bank/PO clerk, sales and statistical/actuarial clerk, accounting/claims/ service staff 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)</li> <li>• Skilled office, sales and service staff</li> <li>• Office (secretary, personal assistant, desktop publishing operator, switchboard operator)</li> <li>• Sales (company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher)</li> <li>• Service (aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor)</li> </ul>
<b>GROUP 4</b> Machine operators, hospitality staff, assistants, labourers and related workers	<ul style="list-style-type: none"> <li>• Drivers, mobile plant, production/processing machinery and other machinery operators</li> <li>• Hospitality staff (hotel service supervisor, helper, salon assistant, animal receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper)</li> <li>• Office (typist, word processing/data entry/ business machine operator, receptionist, office assistant)</li> <li>• 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)</li> <li>• Assistant/aide (trades' assistant, school), teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher/ home helper, salon assistant, animal attendant)</li> <li>• Labourers and related workers</li> <li>• Defence Forces rank below Senior NCO, not included above</li> <li>• Agriculture, horticulture, forestry, fishing, mining worker (farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, green keeper gardener, tree surgeon, forestry/ logging worker, miner, seafarer/fishing hand)</li> <li>• Other worker (labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor)</li> </ul>
<p><b>Please note:</b></p> <ul style="list-style-type: none"> <li>• If the person is not currently in paid work but had a job or retired in the last 12 months, please use the person's last occupation.</li> <li>• If the person has not been in paid work in the last 12 months, please write 8 in the box.</li> </ul>	

## Non-Residential Parent/Carer Details

### Contact details for a Parent/Carer not living with this student\*

\*If applicable, copies of any relevant family law or other court orders must be provided.

Title:
Family Name:
Given Names:
Relationship to student:
Mobile Number:
Home/Work Telephone:
Address:
Postal Address:
Email address:

### Occupation Group

What is the occupation group of the other parent? See page 10.

Write 1,2,3,4, or 8 in the box below:

Occupation Group:	Occupation:
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### School Education and Qualifications

What is the highest year of schooling that Parent/Carer 2 has completed? For persons who have never attended school, tick Year 9 or equivalent or below (one box only)	What is the highest qualification Parent/Carer 2 has completed? (Tick one box only.)
<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Bachelor's degree or above
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Advanced Diploma/Diploma
<input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Certificate I to IV (including trade certificate)
<input type="checkbox"/> Year 9 or equivalent or below	<input type="checkbox"/> No non-school qualification

## Other Children Enrolled in Catholic Schools / Siblings at Home

Please list below in order of birth all children in the family attending school in the school year that enrolment is to commence, including the child for whom this application is being made. This information is required to provide applicable sibling discounts for children at Catholic schools following our policy.

CHILD	Given Names	Family Name	School Year	School Attending (if applicable)
1				
2				
3				
4				
5				

## Emergency Contacts

If parents cannot be contacted, please nominate a person who may be contacted in the event of an emergency. Ideally, the contact person should live in the school's neighbourhood. Please ensure you have discussed their willingness to be an emergency contact with the people listed on this page.

	Name	Contact Number	Relationship to Student
1			
2			
3			

## School Fees

The collection of school fees will be per the Armidale Catholic Schools school fee collection policy.

Name of fee payer:
Email:
Mobile Number:
Billing address:

Please list the other debtor below if a split payment between Parents/Carers is required.

Full Name:
Email:
Mobile Number:
Billing address:

## Standard Collection Notice

1. The School and the Diocese, both independently and through their Schools, collect personal information, including sensitive information about pupils and parents or guardians before and during a pupil's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter.
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. Specific laws governing or relating to the operation of schools require that certain information be 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 may occasionally ask you to provide medical reports about pupils.
5. The School contracts with Centacare New England North West to provide counselling services for pupils. The Principal may require the Counsellor to inform him or her or other teachers of any issues the Counsellor believes may be necessary for the school to know for the well-being or development of the pupil who is counselled or other pupils at the school.
6. The School, from time to time, discloses personal and sensitive information to others for administrative and educational purposes- it will only be used for the following purposes:
  - a. General student administration relating to the education and welfare of the student
  - b. Communication with students, parents or carers
  - c. To ensure the health, safety and welfare of students, staff and visitors to the school
7. State and National reporting purposes
8. For any other purpose required by law.
9. The school's email service provider stores and processes emails outside Australia.
10. If we do not obtain the information referred to above, we may not be able to enrol or continue enrolling your son/daughter.
11. Personal information collected from pupils is regularly disclosed to their parents or guardians. Occasionally, information such as academic and sporting achievements, pupil activities and other news is published in School newsletters, magazines and on our website.
12. Parents may contact the school principal to seek access to personal information collected about them and their son/daughter. Pupils may also seek access to personal information about themselves. 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.
13. As you may know, the School engages in fundraising activities from time to time. Information received from you may be used to appeal to you. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. Without your consent, we will not disclose your personal information to third parties for their marketing purposes.
14. Suppose you provide the School with the personal information of others, such as doctors or emergency contacts. In that case, 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.
15. \*Sensitive information is described in the Guidelines to the National Privacy Principles as information or opinion about an individual's racial or ethnic origin, political opinions, membership of a political association, religious beliefs or affiliations, philosophical beliefs, membership of a professional or trade association, membership of a trade union, sexual preferences or practices, criminal record or health information about an individual.



## Positive Partnership Commitment

I am seeking to enrol my child at an Armidale Diocese Catholic school because I want to enter into a positive partnership with a school to maximise learning, wellbeing and faith development outcomes for my child, as well as support these outcomes for the staff and other children and young people at the school. I understand that the school has an explicit Catholic identity and I commit to sharing in the work of building a strong and responsive school community.

I have considered and agree:

- to support ['Living Well, Learning Well: A student support framework for Armidale Catholic Schools'](#) as the basis of the approach to supporting my child. I am prepared to work to build and maintain a strong family-school partnership as an essential condition to support the development of successful student learning pathways.
- sensible and considered adults working together promotes safety and increases the chances of successful learning pathways while reducing the risk of unsuccessful, or less than successful, learning pathways for students. I will seek to model and support a high regard for education and the life-shaping potential of successful learning in my parenting and in my conduct.
- that I will engage in a healthy family-school partnership with the school staff as a strong, protective and enabling factor to promote the development of a successful learning pathway for my child. I will display a willingness to partner positively with school staff to the best of my ability. I will always seek to be a positive, strengthening and protective influence on the school community.
- that the policies, protocols and work practices of the system and school have been put in place to keep students safe, help them feel valued, and ensure that they are cared for and supported as learners. Where I do not understand how a policy or practice is being applied I will remain respectful and seek assistance.
- that courtesy and respect must be the basis of all communication and interaction with the school, students and their families.
- that if I am concerned or dissatisfied about any aspect of my student's education I will follow established processes to seek to address my concern. I will always communicate with the school. I understand that staff conduct will be consistent with a [Code of Conduct](#) and that if I am unhappy with staff conduct that I can seek assistance by following the Diocesan [Complaints Handling Policy](#) and a [Complaint Management Guide](#).

This Positive Partnership Agreement is sent electronically prior to an enrolment interview then discussed and signed during the enrolment interview as a condition of enrolment.

Student \_\_\_\_\_

Parent/Carer \_\_\_\_\_

School Leader \_\_\_\_\_ Date \_\_\_\_\_

# Media and Communication Consent Form

## Armidale Catholic Schools Student Permission Form

The Armidale Catholic Schools and their schools conduct ongoing marketing and communication activities to maintain a positive profile in their local communities.

These initiatives usually involve using images of students, families, and individuals in all forms of media—print, electronic, online, and social media. Standard publication methods have included brochures, newsletters, newspapers, radio and television advertisements, promotional DVDS, websites, and educational training (photographs and/or footage). Some promotional images may also be used on the Armidale Catholic Schools and/or individual schools' social media pages, including Facebook and Twitter.

To comply with our organisation's privacy obligations and in keeping with applicable legislation, consent must be given for such activities by either the individual (if over 18 years old) or by a parent/guardian (if under 18 years old).

Consent will be sought from the parent, guardian, or individual (if over 18 years of age) by asking them to complete and sign this form. Depending on the purpose, the consent form will be retained by Armidale Catholic Schools or the individual school. NB: This consent, once given, will be amended or revoked only upon receipt of correspondence from the parent/guardian or individual (if over 18 years of age).

I authorise Armidale Catholic School and/or its approved education partners to take and use any photographs, video or sound recording of me/the student and any reproductions or adaptations of the material, either in full or part, in conjunction with any wording or drawings, in any Armidale Catholic School publication, production and presentation. This includes use on the internet and social media platforms such as Facebook and Twitter.

I acknowledge that I/the student, have no rights in the material in any Armidale Catholic School publication, production, or presentation that includes it.

Full Name of Parent/Carer:
Signature:
Date:

### On behalf of (please tick)

The following individuals are under 18 years of age:
Myself (if 18 years or over):
Signature:
Date:

### What is this consent for?

This Consent Form authorises the Armidale Catholic Schools to use the Individual's copyright material, image and recording. The consent covers the entire or partial use of the Individual's copyright material, image, and recording in conjunction with other words and images.

### What is an image or recording?

In this Consent Form, an image or recording includes the individual's photographs, videos, films, or sound recordings.

## Parent/Carer Declaration

In dealing with this application, the school may need to look at documents held by previous schools, health care professionals, or other government agencies. This information will be collected, used, and stored in a manner consistent with the *Privacy and Personal/Information Protection Act 1998* and the *Health Records and Information Privacy Act 2002*. While not always necessary, the applicant's cooperation in accessing such information is appreciated and will speed up the application assessment.

## Acknowledgement

I acknowledge that Armidale Catholic Schools may seek and gain access to relevant information about this student related to one or more of the questions in this application held by previous schools, health care professionals, or other government agencies.

I understand that the school may approach these bodies directly. The information they request may include information related to any of the questions I have answered in this application.

## Declaration of Accuracy

The information in this 'Application to Enrol' is accurate and complete to the best of my knowledge and belief. I recognise that statements in this application should later prove false or misleading. Any decision made as a result of this application may be withdrawn.

- ☐ If this enrolment application is successful, I/we agree to honour the financial commitments required by the school as per the Schedule of Fees and Charges.
- ☐ I/We understand that if this application is successful, the information that I/we have provided must be kept up to date throughout the period of enrolment, for example, changes of address, court orders, and medical/specialist reports.
- ☐ If this enrolment is accepted, I/we agree to support our child's participation in the school's religious life (for example, school liturgies, retreat programs).
- ☐ If my child has an emergency, accident, or serious illness, I/we give permission for the Principal (or their representative) to seek medical attention as required. This may include transportation to the nearest hospital or doctor by ambulance or private vehicle.
- ☐ I/We have read the Standard Collection Notice about collecting and managing the personal information contained in this form. I/We understand that if any misleading information has been provided or any omission of significant, relevant information has been made in this application for enrolment, acceptance will not be granted, or if discovered after approval, the enrolment may be withdrawn.

Signature Parent/Carer 1:	Date:
Print Name:	

Signature Parent/Carer 2:	Date:
Print Name:	



The school received this enrolment application:

Principal	Date:
Print Name:	
Signature of principal:	