

NOTRE DAME CATHOLIC PRIMARY SCHOOL

Foundations for Life Long Learning



Application for Enrolment Form



****PLEASE COMPLETE ALL SECTIONS ON THIS APPLICATION IN FULL****

APPLICATION FOR ENROLMENT

School Year (Grade): _____ Year **20** _____ Date of Application _____ (Office use only)

Student Information

Student Surname: _____ First Name: _____ Middle Name: _____

Preferred Name: _____ Gender: Male / Female. (please circle)

Residential Address: _____

Suburb: _____ State: _____ Postcode: _____ Full Birth Certificate attached Y / N

Aboriginal/Torres Strait Islander Y / N

Australian Permanent Resident: Y / N

Date of Birth: _____ Birthplace: _____ Nationality: _____

If born outside Australia - Date of arrival: _____ Visa Category No: _____ Date of Expiry: _____ Number of years in Aust: _____

Country of Citizenship: _____ Languages Spoken at home: 1st _____ 2nd _____ other _____

School currently attending: _____ Location _____ Year Level _____

RELIGIOUS DENOMINATION

Religious Denomination of Child: _____

Parish Priest: _____ Parish: _____ Suburb: _____

Parish Priest Reference (please circle): supplied _____ To be provided _____

Sacraments Received

BAPTISM : Date: _____ Place: _____ Original sighted/copy: _____

PENANCE : Date: _____ Place: _____ Original sighted/copy: _____

FIRST EUCHARIST: Date: _____ Place: _____ Original sighted/copy: _____

CONFIRMATION: Date: _____ Place: _____ Original sighted/copy: _____

ACCESS ALERT (please indicate where relevant)

Custody Information YES / NO

Name of person(s) with legal guardianship of the student: _____

Other conditions enforced at law: _____

Child Services (Government): _____

Specified contact by Family _____

Custody Mother _____

Custody Father _____

Restraining Order _____

Pick up by Immediate family only _____

NOTES: _____

FAMILY INFORMATION

FEMALE PARENT OR GUARDIAN

Title: _____ Surname: _____ First Name: _____
Second Name _____ Preferred Name _____
Address: _____
_____ State: _____ Postcode: _____
Country of Birth _____ Religious Denomination: _____
Parish: _____ Parish Priest: _____
Marital Status: _____ Language at Home: 1st: _____ 2nd: _____
Occupation: _____
Employer: _____
Contact Address: _____
Contact Numbers: (H) _____ (Mb) _____ (W) _____
Country of Citizenship: _____
Email: _____
Mailing Address: _____

MALE PARENT OR GUARDIAN

Title: _____ Surname: _____ First Name: _____
Second Name: _____ Preferred Name: _____
Address: _____
_____ State: _____ Postcode: _____
Country of Birth _____ Religious Denomination: _____
Parish: _____ Parish Priest: _____
Marital Status: _____ Language at Home: 1st: _____ 2nd: _____
Occupation: _____
Employer: _____
Contact Address: _____
Contact Numbers: (H) _____ (Mb) _____ (W) _____
Country of Citizenship: _____
Email: _____
Mailing Address: _____

Sibling(s) Currently Attending Notre Dame Catholic Primary School

Name _____ Year level _____ Name _____ Year level _____
Name _____ Year level _____ Name _____ Year level _____

EMERGENCY CONTACT OTHER THEN PARENT/GUARDIAN

	NAME (PLEASE PRINT)	PHONE	MOBILE	RELATIONSHIP TO STUDENT
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

MEDICAL EMERGENCY AUTHORISATION

I/We authorise the school/college to seek medical/dental attention, call an ambulance or to hospitalize my son/daughter when considered necessary. I/We further authorise the school/college that if an emergency occurs requiring surgery, anesthetic, oxygen, blood transfusion, medication and I/We are 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.

SIGNATURES:DATE:
(female parent/guardian)

..... DATE:
(male parent/guardian)

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 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 in full to the best of my/our knowledge. Furthermore, 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 Order, then the enrolment may be refused or terminated on this ground.

I/We have read and fully understand and agree that enrolment in a Catholic school means that we and our child will participate fully in all required aspects of the educational program of the school including the Religious Education program of the school.

I/We have read and fully understand and agree to the terms and conditions set out in the school fee collection policy.

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) _____ Dated _____
Mother or Female Guardian

_____ Dated _____
Father or Male Guardian

Signature _____ Dated _____
Principal

OFFICE USE ONLY: Enrol. fee Y / N Date _____ Imm. Y / N Birth C Y / N Bap C Y / N Parish Priest Ref Y / N ENROLMENT DATE: _____

CUSTODY/ACCESS ALERT YES NO
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LEGAL DOCUMENTS Attached YES NO
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NOTRE DAME CATHOLIC PRIMARY SCHOOL

Foundations for Life Long Learning

ENROLMENT POLICY

Notre Dame Catholic Primary School is a Parish School and exists to further the mission of the Church. It is not a private school. In meeting the Mandate of the Bishops, at Notre Dame Catholic Primary School we attempt to make Catholic education available to all Catholic children, in so far as possible. Preference is given therefore, to Catholics who witness the Catholic faith in their home and who participate regularly in the life of a worshipping community.

An application for enrolment form must be completed in full, for every child enrolled. Provisions for applying for children to be enrolled in future years are available. However, before an application can be considered, the following conditions must be met:

- Parents/guardians are required to complete, in full, the enrolment form.
- Parents/guardians must provide Birth and Baptismal Certificates, Parish Priest reference and immunisation records
- Parents/guardians attend an interview with the Principal as requested.

During the interview:

- The Catholic/religious focus and priority of the school is outlined.
- The learning/social and any special needs of the child/ren are discussed.
- Parents/guardians must be prepared to accept the conditions of enrolment fully in respect to each and every child.

Whilst an offer of a position is at the discretion of the Principal, the Principal takes into consideration the following:

- applicants whose parents have demonstrated a concern for the religious development of their child.
- applicants who, in the estimation of the Principal, are likely to benefit most from enrolment at the school.

Priority is given to applicants in the following order in accordance with Catholic Education Commission policy:

1. Catholic students from the Notre Dame Parish with a Parish Priest reference.
2. Catholic students from outside the Parish with a Parish Priest reference.
3. Other Catholic students
4. Siblings of non-Catholic children currently at the school
5. Non-Catholic students from other Christian denominations
6. Other non-Catholic students

The final result of the interview is at the discretion of the Principal who is responsible for implementing the school enrolment policy. No correspondence will be entered into concerning the reasons for decision regarding offers of places.

ENROLMENT PROCEDURE

To apply to Notre Dame Catholic Primary School, an application form is submitted to the Enrolment Officer along with originals of the student's Birth Certificate, Baptism Certificate, Parish Priest reference, Australian Immunisation Record (AIR) and any court order pertaining to the custody of the child (if applicable), together with the non-refundable Application Fee of \$35.00. If your child is travelling on a Visa, we will need a copy of these documents.

Once a position has been offered, parents/guardians are required to complete and return the Confirmation of Enrolment Form, Billing Information Form and Data Collection Form to Administration. Further information regarding your child's placement will be forwarded once this Confirmation of Enrolment has been received.