



## St Jude's Enrolment Form - Primary

St Jude's is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS). This form is informed by the St Jude's Enrolment Policy Lodging this form does not guarantee enrolment at the school. Confirmation of an enrolment requires the acceptance of Enrolment Agreement, Parent/Guardian/Carer Code of Conduct, and Student Code of Conduct if an offer of enrolment is made

Please ensure all relevant information is attached to this Enrolment Form when submitting. Please see the Parent/Guardian/Carer documentation checklist at the end of the form.

STUDENT DETAILS			
Surname:			
Given name/s:		Preferred name:	
Does the student have a sibling at this school?		Yes <input type="checkbox"/>	No <input type="checkbox"/>

STUDENT CONTACT 1 (PARENT 1/GUARDIAN 1/CARER 1)			
Title: (Dr./Mr./Mrs./Ms./Mx.)		Surname:	
		Given name:	
House Number:		Street Name:	
Suburb		State:	Postcode:
Telephone:	Home:	Work:	Mobile:
SMS messaging: (for emergency and reminder purposes)		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Email:			
Relationship to student:			
Government Requirement	Occupation:	What is the occupation group? (Select from list of occupation groups in the School Family Occupation Index)	A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> N <input type="checkbox"/>
Religion: (include rite)			
Country of birth: Australia <input type="checkbox"/> Other <input type="checkbox"/> (please specify):			
Aboriginal or Torres Strait Islander origin: No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/>			
Nationality:		Ethnicity if not born in Australia:	
Visa subclass:		Visa expiry:	

Please provide up to date evidence of visa status from the Department of Home Affairs, including any changes to visa or citizenship as soon as notified

Do you speak a language other than English at home? *Note: Record all languages spoken*

What is the highest year of primary or secondary school Student Contact 1 (Parent 1/Guardian 1/Carer 1) has completed? *(Persons who have never attended secondary school, tick Year 9 or below)*

Year 9 or below

Year 10 or equivalent

Year 11 or equivalent

Year 12 or equivalent

What is the level of the highest qualification Student Contact 1 (Parent 1/Guardian 1/Carer 1) has completed?

No post-school qualification

Certificate I to IV  
*(including trade certificate)*

Advanced diploma/Diploma

Bachelor degree or above

### STUDENT CONTACT 2 (PARENT 2 /GUARDIAN 2/CARER 2)

Title:  
*(Dr./Mr./Mrs./Ms./Mx.)*

Surname:

Given name:

House Number:

Street Name:

Suburb

State:

Postcode:

Telephone:

Home:

Work:

Mobile:

SMS messaging: *(for emergency and reminder purposes)*

Yes

No

Email:

Relationship to student:

Government Requirement

Occupation:

What is the occupation group?  
*(Select from list of occupation groups in the School Family Occupation Index)*

A

B

C

D

N

Religion: *(include rite)*

Country of birth: Australia  Other  *(please specify):*

Aboriginal or Torres Strait Islander origin: No  Yes, Aboriginal  Yes, Torres Strait Islander

Nationality:

Ethnicity if not born in Australia:

Visa subclass:

Visa expiry:

Please provide up to date evidence of visa status from the Department of Home Affairs, including any changes to visa or citizenship as soon as notified

<b>Do you speak a language other than English at home?</b> <i>Note: Record all languages spoken</i>			
<b>What is the highest year of primary or secondary school Student Contact 2 (Parent 2 /Guardian 2/Carer 2) has completed?</b> <i>(Persons who have never attended secondary school, tick Year 9 or below)</i>			
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 Student Contact 2 (Parent 2/Guardian 2/Carer 2) has completed?</b>			
No post-school qualification <input type="checkbox"/>	Certificate I to IV <i>(including trade certificate)</i> <input type="checkbox"/>	Advanced diploma/Diploma <input type="checkbox"/>	Bachelor degree or above <input type="checkbox"/>

### STUDENT DETAILS

<b>Surname</b>			
<b>Given name/s:</b>		<b>Preferred name:</b>	
<b>Entry year (YYYY):</b>		<b>Entry level/grade:</b>	
<b>Date of birth:</b>	<b>Religion:</b> <i>(include rite)</i>		
<b>Home Address:</b>			
M (Male): <input type="checkbox"/>	F (Female): <input type="checkbox"/>	Self identified / X (Indeterminate/Intersex/Unspecified): <input type="checkbox"/>	

### PREVIOUS SCHOOL/PRESCHOOL

<b>Name and address of previous school/preschool:</b>		
I/We give permission for the school to contact the previous school or preschool and to gather relevant reports and information to support educational planning:	No <input type="checkbox"/>	Yes <input type="checkbox"/> <i>(If yes, please complete the Consent for Transferring Information form.)</i>
Was the previous school attended interstate?	No <input type="checkbox"/>	Yes <input type="checkbox"/> <i>(If yes, please complete the Interstate Data Transfer Note and Consent forms – refer to link in Enrolment Procedures)</i>

### NATIONALITY AND CITIZENSHIP





**If the student has an identified risk of anaphylaxis, please review the Anaphylaxis and First Aid policies and their supporting documents.**

### **IMMUNISATION** (please attach an immunisation history statement)

All vaccines are recorded on the Australian Immunisation Register (AIR). You are required to obtain an immunisation history statement (visit [myGov](https://my.gov.au)) 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

To meet duty of care obligations and facilitate the smooth transition of your child into the school, please provide all required information. This 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  No

**Does your child present with:**

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> autism (ASD)                                    | <input type="checkbox"/> behavioural concerns      | <input type="checkbox"/> hearing impairment                          |
| <input type="checkbox"/> intellectual disability/<br>developmental delay | <input type="checkbox"/> mental health<br>concerns | <input type="checkbox"/> oral language/communication<br>difficulties |
| <input type="checkbox"/> ADD/ADHD  | <input type="checkbox"/> acquired brain injury     | <input type="checkbox"/> vision impairment                           |
| <input type="checkbox"/> giftedness                                      | <input type="checkbox"/> physical impairment       | <input type="checkbox"/> other condition (please specify)            |

**Has your child ever seen a:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> paediatrician           | <input type="checkbox"/> physiotherapist        | <input type="checkbox"/> audiologist                       |
| <input type="checkbox"/> psychologist/counsellor | <input type="checkbox"/> occupational therapist | <input type="checkbox"/> speech pathologist                |
| <input type="checkbox"/> psychiatrist            | <input type="checkbox"/> continence nurse       | <input type="checkbox"/> other specialist (please specify) |

**Have you attached all relevant information and reports?** Yes  No

### **SIBLINGS ATTENDING A SCHOOL/PRESCHOOL**

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

<b>Name</b>	<b>School/preschool</b>	<b>Year/grade</b>	<b>Date of birth</b>

### HOME CARE ARRANGEMENTS

<input type="checkbox"/> Living with immediate family	<input type="checkbox"/> Out-of-home care
<input type="checkbox"/> Guardian/Carer	<input type="checkbox"/> Shared parenting, e.g. one week with each parent: Days with Parent 1/Guardian 1/Carer 1: Days with Parent 2/Guardian 2/Carer 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?

### SCHOOL FEES/LEVIES PAYER DETAILS

To whom the account for school fees and levies is sent?

Surname	First name	Address and email	Telephone	Relationship to the student

**Please note, the name/s of the parent / carers signing are responsible for the payment of fees for the term of the child's enrolment at the school.**

**Please note that the completion, signing and lodgement of this enrolment form is a pre-requisite for consideration of the enrolment of your child at the School, however it does not guarantee enrolment. The enrolment is formalised after the Enrolment Agreement is signed, following an offer for enrolment being made by the School.**

**Please refer to the Terms and Conditions of the Enrolment Agreement for further details and explanation of the terms and conditions that will apply to enrolment at the School, once offered and accepted.**

**Student Contact 1  
parent 1/guardian 1/ carer  
1 signature:**

Date:

**Student Contact 2  
parent 2 /guardian 2/  
carer 2 signature:**

Date:

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

## Consent

The signature of:

- 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.
- 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
- an informal carer, with a statutory declaration. Carers:
  - may be a relative or other carer
  - have day-to-day care of the student with the student regularly living with them
  - may provide any other consent required e.g. excursions.

Notes for informal carer:

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

**Disclaimer:** Personal information will be held, used and disclosed in accordance with the school's Privacy Collection Notice and Privacy Policy enclosed with this Enrolment Pack and available on its website <https://www.sjscoresby.catholic.edu.au>.

### PARENT/GUARDIAN/CARER DOCUMENTATION CHECKLIST

**Please ensure that the following documents are attached to the Enrolment Application form (as applicable to your child):**

<input type="checkbox"/> Birth certificate
<input type="checkbox"/> Immunisation history statement
<input type="checkbox"/> Baptism certificate
<input type="checkbox"/> Consent to contact previous school or preschool
<input type="checkbox"/> Australian passport or naturalisation certificate number/document for travel if country of birth is not Australia
<input type="checkbox"/> Visa information – visa grant notice/ImmiCard/letter of notification and passport photo page
<input type="checkbox"/> Medical Management Plan signed by a relevant medical practitioner
<input type="checkbox"/> All relevant information and reports concerning additional needs of your child
<input type="checkbox"/> Any current court orders or parenting orders relating your child
<input type="checkbox"/> Any additional information you wish the school to be aware of