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**St Lawrence Primary School**

**Enrolment Form**

St Lawrence Primary School 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 (MACS), 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.

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| **STUDENT DETAILS** | | | | |
| Surname: | | Entry year (YYYY): | | Entry level/grade: |
| First name/s: | | | | |
| Preferred first name: | | | | |
| Date of birth: | Religion: (include rite) | | | |
| Male: | Female: | | Other: | |

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| **HOME ADDRESS OF STUDENT** | |
| Street number and name: | |
| Suburb: | Postcode: |
| Home phone: | |

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| **EMERGENCY CONTACTS – OTHER THAN PARENT/GUARDIAN** | | | |
| 1. Name: |  | 2. Name: |  |
| Relationship to child: |  | Relationship to child: |  |
| Home phone: |  | Home phone: |  |
| Mobile: |  | Mobile: |  |

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

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| **PREVIOUS SCHOOL/KINDERGARTEN PERMISSION** | | |
| Name of previous school/kindergarten: | | |
| Year Level at Previous School | | |
| Name of first Australian School | | Year Started |
| 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 | Yes |

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| **NATIONALITY** | | | | | | | |
| **Government Requirement** | | | **Nationality:** | | | **Ethnicity:** | |
| In which country was the student born? | | | Australia | | | Other – please specify: | |
| Is the student of Aboriginal or Torres Strait Islander origin? | | | | | | | |
| No | | Yes, Aboriginal | | Yes, Torres Strait Islander | | | |
| **Does the student or their parent(s)/guardian(s) speak a language other than English at home?** | | | | | | | |
|  | | | Student | | Parent A/Guardian 1 | | Parent B/Guardian 2 |
| **No** | English only | |  | |  | |  |
| **Yes** | Other – please specify all languages | |  | |  | |  |

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| **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.** | | |

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| **MEDICAL INFORMATION** | | | | | | |
| Doctor’s name: |  | | | | | |
| Street number and name: |  | | | | | |
| Suburb: |  | | Postcode: | Phone: | | |
| Medicare number: |  | | Ref number: | Expiry: | | |
| Private health insurance: | Yes | No | Fund: | Number: | | |
| Ambulance cover: | Yes | No | Number: | | | |
| Medical condition: | 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. | | | | | |
| **Allergies** | Please list specific details for any known allergies that do not lead to anaphylaxis, e.g. hay fever, rye grass, animal fur. | | | | | |
| **Has the student been diagnosed as being at risk of anaphylaxis?** | | | | | Yes | No |
| **If yes, does the student have an EpiPen or Anapen?** | | | | | Yes | No |
| **Has the student been diagnosed with Asthma?** | | | | | Yes | No |
| **If yes, does the student have a current Asthma Plan?** | | | | | Yes | No |

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| **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) 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 |

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| 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 | | | No |
| **Does your child present with:** | | | | | | | |
|  | autism (ASD) |  | behavioural concerns |  | intellectual disability/ developmental delay | | |
|  | hearing impairment |  | mental health issues |  | oral language/communication difficulties | | |
|  | ADD/ADHD |  | vision impairment |  | additional learning needs | | |
|  | giftedness |  | physical impairment |  | other condition (please specify) | | |
| **Has your child ever seen a:** | | | | | | | |
|  | paediatrician |  | physiotherapist |  | audiologist | | |
|  | psychologist/counsellor |  | occupational therapist |  | behavioural optometrist | | |
|  | psychiatrist |  | speech pathologist |  | other specialist (please specify) | | |
| **Have you attached all relevant information/reports?** | | | | | Yes | No | |

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| **FAMILY DETAILS** | | | | | |
| Who will be responsible for payment of the school fees and levies? | | | | | |
| Surname | First name | Address and email | | Phone | Relationship to the student |
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| Family StatusMarried  Separated  Divorced  Single Parent Family  De Facto | | | | | |
| Pensioner Concession or Health Care Card  Yes  No | | | Name of Cardholder | | |
| Card Number | | |
| Expiry Date | | |

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| **PARENT /GUARDIAN 1** | | | | | | | | | | | | | |
| Title: (e.g. Mr/Mrs/Ms) | | |  | | Surname: |  | | | First name: | | |  | |
| Address: |  | | | | | | | | | | | | |
| Home phone: |  | | | | Work phone: | |  | | Mobile: | |  | | |
| Email: |  | | | | | | | | | | | | |
| **Government Requirement** | Occupation: | | | | | | | | | OCCUPATION GROUP  (OFFICE USE ONLY) | | |  |
| Employer |  | | | | | | | | | | | | |
| Religion: (include rite) | | | | | | Nationality:  Ethnicity if not born in Australia: | | | | | | | |
| Country of birth: | | Australia | | | Other (please specify): | | | | | | | | |
| Are you an Australian Citizen? Yes  No | | | | | | | | | | | | | |
| **What is the highest year of primary or secondary school Parent A/Guardian 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 Parent A/Guardian 1 has completed?** | | | | | | | | | | | | | |
| No post-school qualification | | | | Certificate I to IV (including trade certificate) | | | | Advanced  diploma/diploma | | | Bachelor degree or above | | |

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| **PARENT /GUARDIAN 2** | | | | | | | | | | | | | | | |
| Title: (e.g. Mr/Mrs/Ms) | | |  | Surname: | | | | |  | First name: | | | |  | |
| Address: | | |  | | | | | | | | | | | | |
| Home phone: | | |  | | Work phone: | | |  | | Mobile: | | |  | | |
| Email: | | |  | | | | | | | | | | | | |
| **Government Requirement** | | | Occupation: | | | | | | | | OCCUPATION GROUP  (OFFICE USE ONLY) | | | |  |
| Employer | | |  | | | | | | | | | | | | |
| Religion: (include rite) | | | | | | | Nationality:  Ethnicity if not born in Australia: | | | | | | | | |
| Country of birth: | Australia | | | | | Other (please specify): | | | | | | | | | |
| Are you an Australian Citizen? Yes  No | | | | | | | | | | | | | | | |
| **What is the highest year of primary or secondary school Parent B/Guardian 2 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 Parent B/Guardian 2 has completed?** | | | | | | | | | | | | | | | |
| No post-school qualification | | Certificate I to IV (including trade certificate) | | | | | | | Advanced diploma/diploma | | | Bachelor degree or above | | | |

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| **YOUNGER SIBLINGS** | |
| List all children in your family **younger** than the applicant | |
| Name | Date of birth |
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| **HOME CARE ARRANGEMENTS** | | | |
|  | Living with immediate family |  | Single parent: Mother/Father (please circle) |
|  | Carer/ Guardian/ Kinship Care |  | Shared parenting,  e.g. one week with each parent:  Days with Parent A/Guardian 1:  Days with Parent B/Guardian 2: |
|  | Living in a step family |  | Out-of-home care |

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| **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? | | |

**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.**

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| **PARENT/CARER/GUARDIAN SIGNATURE:** |  | Date: |
| **PARENT/CARER/GUARDIAN SIGNATURE:** |  | Date: |