



APPLICATION FOR ENROLMENT

Our Lady of Mt Carmel School, Hilton

STUDENT INFORMATION

YEAR LEVEL

COMMENCING IN YEAR

Surname: _____ Christian Name: _____ Known as: _____

Sex: _____ Date of Birth: _____ Has your child received any assistance from an external agency (eg: Speech Therapy, Occupational Therapy). _____

Known Medical Conditions: _____

Religion: _____ Place of Baptism: _____ Date: _____

Parish: _____ Last school attended (if applicable): _____

FAMILY INFORMATION

FEMALE PARENT OR GUARDIAN

Title: _____ Surname: _____ First Name: _____

Home Address: _____

Contact Numbers: Home _____ Mobile _____ Work _____ Relative _____

Email Address: _____ Country of Birth _____

MALE PARENT OR GUARDIAN

Title: _____ Surname: _____ First Name: _____

Home Address: _____

Contact Numbers: Home _____ Mobile _____ Work _____ Relative _____

Email Address: _____ Country of Birth _____

CUSTODY/GUARDIANSHIP

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

If applicable a copy of any Parenting or Restraint Order is attached.

Yes/No

Any other conditions enforced at law? _____

OTHER CHILDREN

Name: _____ DOB: _____ SCHOOL ATTENDING: _____

1. Children must turn four before June 30 the year they commence Kindergarten.
2. Priority will be given to:
 - i. Catholic students from the Parish with a Parish Priest reference
 - ii. Catholic students from outside the Parish with a Parish Priest reference
 - iii. Other Catholic students
 - iv. Siblings of non Catholic students
 - v. Non Catholic students from other Christian denominations
 - vi. Other Non Catholic students
3. Non-Catholic students will not be taken in such numbers as to jeopardise in any way the Catholic character of our School.

NB: A non-refundable charge of \$50 must accompany this form to cover Administration costs.

You are asked to please contact the school if you change your address details or you wish to cancel this enrolment application.

Signature of Parent/Guardian: _____ Date: _____

OFFICE USE ONLY

Signature of Principal or Secretary _____ Date _____

CLASS _____ YEAR OF ENTRY _____ PRIORITY 1 2 3 4 5 6

Entered into computer by: _____ Date _____

COMMENTS_(attach any other relevant information)



Our Lady of Mount Carmel School

82 Collick Street, Hilton 6163
Telephone: (08) 9337 7066
Email: admin@olmchilt.wa.edu.au
www.olmchilt.wa.edu.au

Standard Collection Notice

1. The school collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the School. As the School is a member of Catholic Education Western Australia (CEWA), it collects the information on behalf of CEWA. Collection may be in writing or in the course of conversations. The primary purpose of collecting this information is for the School and CEWA to support and administer students' safe participation in the educational programme of the school according to the law, which will enable students to participate in School and CEWA activities.
2. Some of the information we collect is to satisfy the School and CEWA's legal obligations, particularly to enable the Principal to discharge their duty of care.
3. Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include the School Education Act, the Children and Community Services Act, and the System and funding agreements between CEWA and State and Federal governments.
4. Health information about students is sensitive information within the terms of the Australian Privacy Principles (APPs) under the Privacy Act 1988. We may ask you to provide medical reports about students from time to time.
5. The School may disclose personal and sensitive information for educational, administrative and support purposes. This may include to:
 - Other school and teachers at those schools
 - Government departments
 - The Catholic Education Office, the Catholic Education Commission, the diocese and the parish, other related church agencies/entities
 - Medical Practitioners
 - People providing educational, support and health services to the School and CEWA, including specialist visiting teachers, sports coaches, volunteers, counsellors and providers of learning and assessment tools
 - Assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority
 - People providing administrative and financial services to the School and CEWA
 - Anyone you authorise the School to disclose information to: and
 - Anyone to whom the School or CEWA is required or authorised to disclose the information to by law, including child protection laws
6. Personal information collected from students is regularly disclosed to their parents or guardians.
7. The School or CEWA may use online or 'cloud' service providers to store personal information and to provide services relating to email, instant messaging and education and assessment applications. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about the School or CEWA's use of an online or 'cloud' service providers is contained in the School's Privacy Policy
8. The School's Privacy Policy, accessible on the School's website, sets out how parents or students may seek access to and correction of their personal information which the School has collected and holds on behalf of CEWA. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others, here access may result in a breach of the School's duty of care to the student, or where students have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate
9. The Schools' Privacy Policy also sets out how parents and students can make a complaint about a breach of the APPs and how the complaint will be handled.
10. The School may engage in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.
11. On occasions information such as academic and sporting achievements, student activities and similar news is published in School and CEWA newsletters and magazines, on our intranet and on ours or CEWA websites. This may include photographs and videos of student activities such as sporting events, school camps and school excursions. The School will obtain permissions annually from the student's parent or guardian (and from the student if appropriate) if we would like to include such photographs or videos or other identifying material in our promotional material or otherwise make this material available to the public such as on the internet.
12. We may include students' and students' parents' contact details in a class list and School Directory.
13. If you provide the School or CEWA with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information the School and why.

I have read and understand the information

Name: _____

Signed: _____

Date: _____