



YEAR LEVEL:

OFFICE USE ONLY			
Date Received	/ /	CESIS	
Acknowledgement Sent	/ /	DUX	
Interviewed	/ /	House Team	
Offer Sent	/ /	Class	
Offer Accepted	/ /		
Notice of Acceptance Sent	/ /		

STUDENT DETAIL

Family Name		Given Name/s		
<input type="checkbox"/> Male <input type="checkbox"/> Female	Birth date: / /	Beginning Date:	Year: Term: Year Level:	
Address:				
Postcode:				
Main Language:		Main Language Spoken at Home:		
Is the student of Aboriginal or Torres Strait Islander Origin?		<input type="checkbox"/> No	<input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/> Yes, Both	

Background

Country of Birth:	Arrival date in Australia, if born overseas:
Nationality:	Visa (if Not Australian citizen):
Citizenship Number (if applicable):	<ul style="list-style-type: none"> • Visa Type: _____ • Visa Number: _____
Year first enrolled in a school in Australia:	<ul style="list-style-type: none"> • Date Granted: / / Expiry Date: / /

Education

Current School		Current Year Level	
Previous Schools and Pre-schools (include Kindergarten up to present time) <i>(Attach separate sheet for more, if required)</i>			
1		From / /	to / /
2		From / /	to / /
3		From / /	to / /
4		From / /	to / /
5		From / /	to / /

Religious

Religion:			Parish of Worship:		
Sacraments	Parish	Year	Sacraments	Parish	Year
Baptism			Reconciliation		
Confirmation			Eucharist		

FAMILY DETAILS

Mother/Parent1/Guardian1**Father/Parent2/Guardian 2**

Title		
Family Name		
Given Name		
Date of Birth		
Employer		
Occupation		
Occupation Group (<i>refer list p7</i>)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 8	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 8
If not employed, do you receive a government benefit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Telephone Numbers	Home	
	Work	
	Mobile	
	Email	

FAMILY DETAILS <i>(continued)</i>	Mother/Parent1/Guardian1	Father/Parent2/Guardian 2
Residential Address		
Postal Address		
Relationship to child <i>Father/Mother/Foster/Step/Grandparent etc.</i>		
Child resides with	<input type="checkbox"/> YES, full-time <input type="checkbox"/> YES, part-time <input type="checkbox"/> NO	<input type="checkbox"/> YES, full-time <input type="checkbox"/> YES, part-time <input type="checkbox"/> NO
Family Court or other relevant Court Order or any other parenting agreement (if YES, you must provide a copy of that order/agreement to the school) <input type="checkbox"/> YES <input type="checkbox"/> NO		
Religious and Background		
Religion		
Main Language Spoken at Home		
Country of Birth		
Cultural Background		
Highest School Year Completed	<input type="checkbox"/> 12 <input type="checkbox"/> 11 <input type="checkbox"/> 10 <input type="checkbox"/> 9 or below	<input type="checkbox"/> 12 <input type="checkbox"/> 11 <input type="checkbox"/> 10 <input type="checkbox"/> 9 or below
Non-school (tertiary) qualifications	<input type="checkbox"/> Bachelor's degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No non-school qualifications	<input type="checkbox"/> Bachelor's degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No non-school qualifications
Are you an old scholar?	<input type="checkbox"/> Yes <input type="checkbox"/> No Years Attended: to	<input type="checkbox"/> Yes <input type="checkbox"/> No Years Attended: to
Maiden Name: (If applicable)		
If born in a country other than Australia, the information below must be provided.		
Date of arrival in Australia		
Residential status	<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent resident <input type="checkbox"/> Temporary resident	<input type="checkbox"/> Australian Citizen <input type="checkbox"/> Permanent resident <input type="checkbox"/> Temporary resident
Visa (if not an Australian Citizen)	Visa Type:	Visa Type:
	Visa Number:	Visa Number:
	Date Granted: / /	Date Granted: / /
	Expiry Date: / /	Expiry Date: / /

Other Students

OTHER CHILDREN IN THE FAMILY (including under 5 and those who have already completed school)

Name	M / F	Date of Birth	School attending (if applicable)/Previous School	Year level

ADDITIONAL NEEDS AND CONSIDERATIONS FOR STUDENTS

The following questions are to assist us in facilitating the smooth transition of students into the school setting.

a.	Does your child have any special achievements or talents?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b.	Does your child have any learning needs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	Has your child attended any specialised agencies, special schools, units or centres?	<input type="checkbox"/> Yes <input type="checkbox"/> No
d.	Has your child been assessed by a specialist service (such as speech pathologist, occupational therapist, psychiatrist, psychologist, audiologist, optometrist or other specialist clinic or service)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
e.	Does your child have any special needs or considerations? (Disabilities, impediments, allergies, restrictions on physical activity)	<input type="checkbox"/> Yes <input type="checkbox"/> No
f.	Does your child require any special provisions to be made by the school (eg medication, disabled access etc)	<input type="checkbox"/> Yes <input type="checkbox"/> No
g.	Does your child have any infectious diseases?	<input type="checkbox"/> Yes <input type="checkbox"/> No
h.	Has your child ever been suspended from school, expelled or refused admission to another school?	<input type="checkbox"/> Yes <input type="checkbox"/> No
i.	Is there any other information that the college should be aware of in order to meet your child's educational needs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If you answered YES to any of the above questions, please give details, using attachments if necessary.</i>		
We consent to the college obtaining information about our child, where necessary, from previous schools or agencies/professionals.		<input type="checkbox"/> Yes <input type="checkbox"/> No

OTHER INFORMATION

Do you have any outstanding school fees with another school?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Please bring a copy of the following documents (if applicable) to your interview		
<input type="checkbox"/>	A copy of the birth certificate (or extract) (or current passport) [COMPULSORY]	
<input type="checkbox"/>	Any Court order or related information regarding custody of child (if applicable)	
<input type="checkbox"/>	Documentation relating to special needs (any reports, action plans, assessments, etc)	
<input type="checkbox"/>	Latest school report and/or reference from previous schools	
<input type="checkbox"/>	Copies of any national tests results (eg NAPLAN) where available	
<input type="checkbox"/>	Baptismal certificate	
<input type="checkbox"/>	Letter of support/reference from your Parish Priest / Minister of Religion <i>(the Principal may request this, but isn't compulsory)</i>	
<input type="checkbox"/>	Visa or Citizenship Certificate [COMPULSORY] if applicable	

Please state your reasons for choosing Samaritan College for your child's education.

I/we consent to my/our personal details (contact name, telephone number, address, email) being disclosed to Parents and Friends for school fundraising.

☐ Yes ☐ No

I/we consent to my/our personal details (contact name, telephone number, address, email) being disclosed for pastoral support and Thanksgiving campaigns to the Parish in which I/we reside

☐ Yes ☐ No

RELEASE OF INFORMATION AND PRIVACY INFORMATION

1. Samaritan College collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the college. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the college to provide schooling to the students and to enable them to take part in all the activities of the college.
2. Some of the information we collect is to satisfy Samaritan College's legal obligations, particularly to enable the college to discharge its duty of care.
3. Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education Acts, and Public Health and Child Protection laws.
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. Samaritan College may disclose personal and sensitive information for educational, administrative and support purposes. This may include to: other schools and teachers at those schools; government departments (including for policy and funding purposes); the Catholic Education Office, the South Australian Commission for Catholic Schools, the School's local parish and diocese, other related church agencies/entities, and Schools within other Dioceses; medical practitioners; people providing educational, support and health services to the School, including specialist visiting teachers, sports coaches, volunteers, and counsellors; providers of learning and assessment tools; assessment and educational authorities, including the Australian Curriculum, Assessment and Reporting Authority (ACARA) and NAPLAN Test Administration Authorities (who will disclose it to the entity that manages the online platform for NAPLAN); people providing administrative and financial services to the School; anyone you authorise the School to disclose information to; and anyone to whom the School is required or authorised to disclose the information to by law, including child protection laws.
6. From time to time, Samaritan College may be required to communicate to parents that personal information has been requested by the Commonwealth and State Governments and the Catholic Education Office
7. Samaritan College may disclose personal information (your name and address) to another Catholic school who may wish to provide you with information to assist you in choosing another Catholic school.
8. Personal Information collected from students is regularly disclosed to their parents or guardians.
9. In situations where parents are separated, it is the policy of the college to release school reports to the mother and father of the student upon request. It is also our policy to allow both mother and father to attend parent/teacher interviews upon request. However, the college will abide by any court orders which prevent the release of such information.
10. Samaritan College may store personal information in the 'cloud' which may mean that it resides on servers which are situated outside Australia.
11. In the event of default of payment of fees, Samaritan College may refer the default to a debt collection agency. If this occurs, personal information will be disclosed to the agency and you will be responsible for the collection costs.
12. Samaritan College's Privacy Policy sets out how parents or students may seek access to personal information collected about them. 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 student, or where students have provided information in confidence. Any refusal will be notified in writing with reasons if appropriate

13. The college's Privacy Policy also sets out how you may complain about a breach of privacy and how Samaritan College will deal with such a complaint.
14. Samaritan College may engage in fundraising activities. Information received from you may be used to make an appeal to you. It may be disclosed to organisations that assist in the college'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.
15. On occasions information such as academic and sporting achievements, student activities and similar news is published in college publications and online platforms (including website and facebook). Photographs of student activities such as sporting events, school camps and school excursions may be taken for publication in college publications and online platforms. The college obtains permission in the first year of the student's enrolment which covers their school life at Samaritan College. Should you wish to change those permissions, this must be done by completing a replacement Photograph/Video/Artwork Consent Form.
16. We may include students' and students' parents' contact details in a class list and School directory.
17. If you provide Samaritan College with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the college and why, that they can access that information if they wish and that the college does not usually disclose the information to third parties.

PARENT/GUARDIAN DECLARATION

18. In applying to enrol my child at Samaritan College I/we accept that s/he will be educated in the Catholic faith within a Christian educational environment.
19. I/we accept that support of Samaritan College staff and cooperation concerning school activities is essential.
20. I/we accept that we will adhere to the Samaritan College's policies (which may be amended from time to time during my child's enrolment at Samaritan College) and any decision made by the College Principal.
21. I/we accept that participation in camps/excursions/retreats and internal school events is compulsory and an expectation of enrolment.
22. I/we accept that Samaritan College reserves the right to suspend or expel a student for serious or continued breaches of school rules, regulations and/or policies, including conduct which brings into disrepute the good name and reputation of the college.
23. I/we accept the standards Samaritan College sets regarding grooming, uniform and personal presentation.
24. I/we accept responsibility for the payment of tuition fees and other costs associated with the recovery of unpaid charges and/or the education of my/our child as determined and amended from time to time by Samaritan College (except where exemptions/remissions have been sought and granted).
25. I/we give consent for Samaritan College to contact any other Catholic school which my child has previously attended for the purpose of ascertaining my/our fee paying record.
26. I/we accept that Samaritan College does not accept liability for damage or loss of any personal possessions of students and that insurance for my child's personal possessions is my/our responsibility.
27. I/we declare that all of the information provided in this application is, to be best of my/our knowledge, true and accurate.

In signing this enrolment agreement, I acknowledge my responsibility and commitment to meeting the annual fee expectations of Samaritan College in accordance with the Fee Policy.

I acknowledge and accept all of the above terms and conditions (clauses 1-27)

(Both parents/guardians to sign if possible)

Signature _____

Signature _____

Date _____

Date _____

PLEASE NOTE:

In due course applicants will be contacted regarding their application for enrolment. If applicants accept an offer of enrolment, the terms and conditions detailed in this Application for Enrolment are incorporated in the Enrolment Contract.

LIST OF PARENTAL OCCUPATION GROUPS

Group 1: Senior management in large business organisation, government administration and defence, and qualified professionals

- **Senior executive/manager/department head** in industry, commerce, media or other large organisation.
- **Public service manager** (Section head or above), regional director, health/education/police/fire services administrator
- **Other administrator** [school principal, faculty head/dean, library/museum/gallery director, research facility director]
- **Defence Forces** Commissioned Officer
- **Professionals** generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.
- **Health, Education, Law, Social Welfare, Engineering, Science, Computing** professional
- **Business** [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]
- **Air/sea transport** [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller]

Group 2: Other business managers, arts/media/sportspersons and associate professionals

- **Owner/manager** of farm, construction, import/export, wholesale, manufacturing, transport, real estate business
- **Specialist manager** [finance/engineering/production/personnel/industrial relations/sales/marketing]
- **Financial services manager** [bank branch manager, finance/investment/insurance broker, credit/loans officer]
- **Retail sales/services manager** [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]
- **Arts/media/sports** [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official]
- **Associate professionals** generally have diploma/technical qualifications and support managers and professionals.
- **Health, Education, Law, Social Welfare, Engineering, Science, Computing** technician/associate professional
- **Business/administration** [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]
- **Defence Forces** senior Non-Commissioned Officer

Group 3: Tradesmen/women, clerks and skilled office, sales and service staff

- **Tradesmen/women** generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.
- **Clerks** [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/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]
- **Skilled office, sales and service staff.**
- **Office** [secretary, personal assistant, desktop publishing operator, switchboard operator]
- **Sales** [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]
- **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]

Group 4: Machine operators, hospitality staff, assistants, labourers and related workers

- **Drivers, mobile plant, production/processing machinery and other machinery operators.**
- **Hospitality staff** [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper]
- **Office assistants, sales assistants and other assistants.**
- **Office** [typist, word processing/data entry/business machine operator, receptionist, office assistant]
- **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]
- **Assistant/aide** [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]
- **Labourers and related workers**
- **Defence Forces** ranks below senior NCO not included above
- **Agriculture, horticulture, forestry, fishing, mining worker** [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]
- **Other worker** [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]

Group 8: Currently not in paid work

- If the person is not currently in paid work but has had a job in the past 12 months or has retired in the last 12 months, please use the person's last occupation.
- If the person has not been in paid work in the last 12 months, tick Group "8" in the appropriate box.

PHOTOGRAPH/VIDEO/ARTWORK CONSENT FORM



for students and adults

Samaritan College

Dear Parent/Guardian/Community Member,

At certain times throughout their schooling, our students may have the opportunity to be photographed or filmed or their artwork/projects displayed. Adults associated with our school/college may also create work for the school, and may also be involved in photographs, sound recordings or video images.

The **School/College and/or Catholic Education SA (CESA)** may also wish to use such photographs/videos or artwork in print and online promotional, marketing, media and educational materials. This includes school and CESA newsletters, websites, social media or to promote the school or CESA in newspapers and other media.

We would like your consent to use your/or your child's photograph/video/artwork for the above purposes. Please complete the consent form below and return it to the school as soon as possible.

Thank you for your continued support.

**Name of person
subject of consent:**

**Year level
(as appropriate):**

- I give consent for my/my child's photograph/video/artwork and name to be published in:
 - the school/college/CESA website
 - social media published by the school/college/CESA
 - promotional materials published by the school/college/CESA
 - newspapers and other media
- I authorise school/college/CESA to use the photograph/video/artwork in material available free of charge to schools and education departments around Australia for school/college/CESA's promotional, marketing, media and educational purposes.
- I give consent for a photograph/video/artwork of me/or my child to be used by school/college/CESA in the agreed publications without acknowledgment, remuneration or compensation.
- I give consent for a photograph/video/artwork of me/or my child to be used by third parties (eg. sporting teams, community groups, dignitaries, politicians) who may visit or provide services to our school/college or are associated with our activities.
- I understand and agree that if I do not consent to my/or my child's photograph/video/artwork appearing in any or all of the publications above, or if I wish to withdraw this authorisation and consent, it is my responsibility to notify the school. Where consent is revoked, every effort will be made to remove relevant media from distribution, however this may not be possible or practical in some situations.

Licensed under NEALS: The photograph/video may appear in material which will be available to schools and education departments around Australia under the National Educational Access Licence for Schools ([NEALS](#)), which is a licence between education departments of the various states and territories, allowing schools to use licensed material wholly and freely for educational purposes.

This consent will continue to be valid for the time your child attends the School/College, unless you withdraw it in writing. You may withdraw your consent at any time by giving written notice to the School/College.

I consent to the above use by the school/college	<input type="checkbox"/> YES	<input type="checkbox"/> NO
I consent to the above use by Catholic Education South Australia (CESA)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
I consent to the above use by third party organisations as described (ref. 4 above)	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Name of Parent/Guardian (as appropriate) _____

Signed: Parent/Guardian/Individual _____

Date: _____

If Student is aged 18+, student

must also sign: Signed: Student _____

Date: _____

Any personal information will be stored, used and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth)

This document will be reviewed regularly and was last updated 12 December 2017
Updated as per NCEC Privacy Manual (Aug17)