



St Joseph's School

Address: 140 Railway Parade, WA 6107

Phone: (08) 9251 0500

Email: admin.sjsqp@cewa.edu.au

Application for Enrolment

Name of Applicant: _____

Year Level to be enrolled: _____

Year of Admission: _____



Motto: *To work is to pray*



APPLICATION FOR ENROLMENT

Student Information

SURNAME			
FIRST NAME		MIDDLE NAME	
PREFERRED NAME		GENDER	MALE/FEMALE
RESIDENTIAL ADDRESS	House No:	Street Name:	
	Suburb	State:	Postcode:
DATE OF BIRTH		PLACE OF BIRTH	
COUNTRY OF BIRTH		NATIONALITY	
RESIDENTIAL STATUS		VISA CODE	COPY ATTACHED
ARRIVAL DATE		VISA EXPIRY	
LANGUAGE SPOKEN AT HOME		ABORIGINAL/ TORRES STRAIT ISLANDER	YES/NO

Religion

RELIGIOUS DENOMINATION		PARISH PRIEST		
PARISH		SUBURB		
SACRAMENTS	BAPTISM	RECONCILIATION	EUCCHARIST	CONFIRMATION
DATES RECEIVED				
CERTIFICATES ATTACHED	YES/NO	YES/NO	YES/NO	YES/NO
PARISH PRIEST REFERENCE				YES/NO

Student's Present/ Previous School (If applicable)

NAME OF SCHOOL	
YEAR LEVEL	



APPLICATION FOR ENROLMENT

Family Information

Please note that the Parent/ Caregiver/Guardian listed as no. 1 will be the person to receive the school fees statement.

PARENT/CAREGIVER/ GUARDIAN 1

TITLE	MR/MRS/MS/OTHER:		
SURNAME		FIRST NAME	
COUNTRY OF BIRTH		NATIONALITY	
COUNTRY OF CITIZENSHIP		LANGUAGE	
RESIDENTIAL ADDRESS	House No:	Street Name:	
	Suburb	State:	Postcode:
OCCUPATION		EMPLOYER	
DAYTIME PHONE NO.		MOBILE PHONE NO.	
EMAIL ADDRESS			
RELATIONSHIP TO STUDENT		HOME PHONE NO	
RELIGION		PARISH	

PARENT/CAREGIVER/ GUARDIAN 2

TITLE	MR/MRS/MS/OTHER:		
SURNAME		FIRST NAME	
COUNTRY OF BIRTH		NATIONALITY	
COUNTRY OF CITIZENSHIP		LANGUAGE	
RESIDENTIAL ADDRESS	House No:	Street Name:	
	Suburb	State:	Postcode:
OCCUPATION		EMPLOYER	
DAYTIME PHONE NO.		MOBILE PHONE NO	
EMAIL ADDRESS			
RELATIONSHIP TO STUDENT		HOME PHONE NO	
RELIGION		PARISH	



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Family Information

CUSTODY/GUARDIAN (Other than Caregiver 1 & 2 e.g. DCP)

TITLE	MR/MRS/MS/OTHER:		
SURNAME		FIRST NAME	
RELATIONSHIP TO STUDENT		HOME PHONE NO	
DAYTIME PHONE		MOBILE PHONE	
EMAIL ADDRESS			

Are there any current family Court Orders or current restraining Orders that apply to the child?
(If applicable, please attach a copy of information outlining details of any special or restricted access arrangements)

YES/NO

Siblings

Siblings enrolled at St Josephs, or currently attending other schools

NAME	DATE OF BIRTH	YEAR LEVEL	SCHOOL

Emergency Contacts

Contact 1 (other than parents and guardians)

TITLE	MR/MRS/MS/OTHER:		
SURNAME		FIRST NAME	
RELATIONSHIP TO STUDENT		HOME PHONE NO	
DAYTIME PHONE		MOBILE PHONE	

Contact 2 (other than parents and guardians)

TITLE	MR/MRS/MS/OTHER:		
SURNAME		FIRST NAME	
RELATIONSHIP TO STUDENT		HOME PHONE NO	
DAYTIME PHONE		MOBILE PHONE	



APPLICATION FOR ENROLMENT

Immunisation Record

IMMUNISATION RECORDS ATTACHED
(Please supply a copy of your child's (AIR) Australian Government Immunisation Record Statement)

YES/NO

PLEASE COMPLETE BELOW WITH: F= FULLY/ N= NOT IMMUNISED/ I = INCOMPLETE IMMUNISATION/ P = PERSONAL OBJECTIONS

Measles		Whooping Cough		Hib	
Mumps		Diphtheria		BCG	
Rubella		Polio (OPV)		Chicken Pox	
Tetanus		Hepatitis		Meningococcal	
Other:					

Medical Information

FAMILY DOCTOR/ MEDICAL CENTRE			
ADDRESS			
CONTACT NUMBERS			
MEDICARE NUMBER		REFERENCE NUMBER	
HEALTH CARE CARD		EXPIRY DATE	
PRIVATE HEALTH FUND			

MEDICAL EMERGENCY AUTHORISATION

I authorise the school to seek medical / dental attention, call an ambulance or to hospitalise my son/daughter when considered necessary. I further authorise, that if an emergency occurs requiring surgery, anaesthetic, oxygen, blood transfusion, medication and I am 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 OF PARENTS/CAREGIVERS/GUARDIANS

PARENT/CAREGIVER/ GUARDIAN 1	NAME	
	DATE	
	SIGNATURE	
PARENT/CAREGIVER/ GUARDIAN 2	NAME	
	DATE	
	SIGNATURE	



APPLICATION FOR ENROLMENT

CATHOLIC EDUCATION WESTERN AUSTRALIA LTD

PRIVACY COLLECTION NOTICE

1. Catholic Education Western Australia Limited ('We') collect personal information, including sensitive information about you. This may be in writing, through technology systems or in the course of conversations. The primary purpose of collecting your information is to support the design and safe delivery of the educational programme to each student in their CEWA community of faith.
2. Some of the information we collect is to satisfy our legal obligations, particularly to enable the Principal and CEWA to discharge their duty of care.
3. The law also requires us to collect, use and disclose certain information. These include and are not limited to the School Education Act (WA) 1999, the Children and Community Services Act (WA) 2004, and common law.
4. Health information about students is sensitive information within the terms of the Privacy Act 1988. We may collect such information about students from time to time.
5. A student's enrolment may be delayed or prevented and their education adversely affected if CEWA cannot collect certain personal information. This is particularly so where the information is relevant to the health and safety of the student, other students and/or staff.

CEWA may disclose personal and sensitive information for educational, administrative and support purposes. This may include to:

- staff and governing bodies of Catholic, government and non-government schools
 - staff and governing bodies of order accountable schools who are CEWA members;
 - government departments (including for policy and funding purposes);
 - The Catholic Education Office, the parish and the Archdiocese or Dioceses, other related church agencies/entities;
 - medical practitioners;
 - people providing educational, support and health services to CEWA, including specialist visiting teachers, tutors, coaches, volunteers, and counsellors;
 - people participating in, ancillary or incidental to, digital communication such as Teams video and chats
 - 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);
 - agencies and organisations to whom we are required to disclose personal information for education and research purposes;
 - people providing administrative and financial services to CEWA;
 - anyone you authorise CEWA to disclose information to; and
 - anyone to whom 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. If you make an enrolment application to another CEWA or government school, personal information provided during the application stage may be used in this process. This personal information may include health information and is used for the purpose of considering and administering the enrolment.



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PRIVACY COLLECTION NOTICE

8. CEWA uses centralised information management and storage systems ('Systems'). These Systems are provided by CEWA and third-party service providers. Personal information is stored with and accessible by those providers for the purpose of providing services to CEWA.
9. CEWA may use online or 'cloud' service providers to store personal information and to provide services that involve the use of personal information, such as services relating to email, instant messaging, online 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 server which may be situated outside Australia. Further information about CEWA's use of on online or 'cloud' service providers is contained in CEWA's Statutory Privacy Policy.
10. CEWA's Statutory Privacy Policy, accessible on CEWA's website, sets out how you may seek access and correct your personal information. However, access may be refused in certain circumstances such as where access would have an unreasonable effect on the privacy of others, where access may result in a breach of CEWA's duty of care to the student, where students have provided information in confidence or where CEWA is otherwise required or authorised by law to refuse access. Any refusal will be notified in writing with reasons (unless, given the grounds for refusal, it would be unreasonable to provide reasons).
11. CEWA's Statutory Privacy Policy also sets out how you can make a complaint about a Privacy breach and how the complaint will be handled.
12. CEWA may engage in fundraising activities. Your information may be used to make an appeal to you. It may also be disclosed to organisations that assist CEWA'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.
13. On occasions information such as academic and sporting achievements, student activities and similar news is published in School newsletters and magazines, and on our website, or otherwise shared with the CEWA community. This may include photographs and videos of student activities such as sporting events, concerts and plays, school camps and school excursions. CEWA will obtain permissions 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 promotions or otherwise make this material available to the public such as on the internet.
14. If you provide CEWA with others' personal information, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why.
15. As with all decisions concerning children, the best interests of the student are a primary and overriding consideration in the management of information. A student's right to safety prevails above all other considerations, including theirs and others' right to privacy.

For more information, please see the [Catholic Education Western Australia LTD Privacy Policy](#)

PARENT/CAREGIVER/ GUARDIAN NAME:

PARENT/CAREGIVER/ GUARDIAN SIGNATURE:

DATE:



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PHOTOGRAPH/ PUBLICITY PERMISSION

Today we accept that we must produce technology capable children. To live, learn and work successfully in an increasingly complex and information-rich society, students must be able to use technology effectively. Using digital technology, staff and students may wish to take photos and videos during the course of the day depicting various activities, which assist in the presentation and reporting of student education.

At St Joseph's Primary School, we use various forms of technology, including digital images, to present and promote work and activities carried out in our learning programs.

On occasion, situations may arise whereby the school, Catholic Education Office (CEO) or local media will need to take photographs and/or video footage of your child/children for publication in newspapers, school newsletters, CEO documents, training videos, the school website and/or classroom displays.

Please complete the information on the attached permission slip, by signing this you give permission for these activities to occur with your child. The form will be kept on file for future reference.

I give permission for my child's photograph to be used in school publications such as portfolios, newsletters and the school website.

PARENT/CAREGIVER/ GUARDIAN NAME:

PARENT/CAREGIVER/ GUARDIAN SIGNATURE:

DATE:

OFFICE USE ONLY

Interview Date		Birth Certificate	
Application Fee		Baptism Certificate	
Admission Confirmed		Parish Priest Reference	
Collection Notice Signed		Australian Passport/ Citizenship/Visa	
Photography/ Publicity Notice Signed		Immunisation History Statement	
Signed		Date	