



Department of
Education

Kambalda West District High School
Salmon Gum Road, KAMBALDA WEST WA 6442
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STUDENT ENROLMENT FORM

The Student Enrolment Form should be completed if you wish to accept an offer of a place at our school. The student's enrolment is complete once this form is submitted to the school with the necessary documentation.

Family details should include the details of the parent/carer residing at the same address as the student. Details relating to parents or other carers not residing with the student may be included in other contact details. You will also need to complete a Student Health Care Summary. Please complete the forms in English. Please contact the school if you require assistance with translation. To understand why the school collects personal information at enrolment, how it will be used, and when it may be shared, please see the Collection notice for enrolment.

SCHOOL NAME

School name

Kambalda West District High School

Year Level entering

STUDENT DETAILS

Student surname

Legal surname (if different)

Previous Surname
(if applicable)

1st Name

2nd Name

3rd Name

Preferred Name

Date of birth (dd/mm/yy)

Gender ☒ Male ☐ Female ☐ Not Specified

Residential Address

Telephone (Home)

Postcode

Car Registration (if applicable)

PREVIOUS SCHOOL

Previous School

If previously enrolled in Home Education, specify the Education Region

STUDENT DETAILS (Continued)

Is the student of Aboriginal or Torres Strait Islander origin?

☐ No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander (TSI) ☐ Yes, both Aboriginal and TSI

Does the student speak a language other than English at home?

☐ No, English only ☐ Yes, Aboriginal English ☐ Yes, other language - please specify

(If more than one language, including an Aboriginal language, indicate the one that is spoken most often)

What was the first language spoken at home?

Does the student mainly speak English at home? ☐ YES ☐ NO

EVIDENCE OF IMMUNISATION STATUS

The student's Australian Immunisation Register (AIR) Immunisation History Statement shows the immunisation status is:

☐ Up to date ☐ Not up to date ☐ The student has an Immunisation Certificate issued by the Chief Health Officer

Religion (Optional)

SIBLING DETAILS

FullName/s of siblings attending this school

Student lives with:

☐ Both Parents

☐ Parent/Carer 1

Name

Relationship to student

☐ Parent/Carer 2

Name

Relationship to student

☐ Other, please specify

Name

Relationship to student

Student is:

Student lives with:

☐ Adult Student

Name

☐ Independent minor

Name

RESIDENCY STATUS

Nationality (optional)

Country of Birth

Is the student an Australian citizen?

☐ YES ☐ NO

If No, Is the student a permanent resident of Australia? ☐ YES ☐ NO **If Yes, Visa Sub Class Number**

Is the student a temporary resident of Australia?

☐ YES ☐ NO

If born overseas, Date of Arrival in Australia

/ /

Visa Sub Class Number

Visa Expiry Date
(if applicable)

/ /

MEDICAL INFORMATION

Medical Practice/Doctors Name

Medicare Number

Valid to:

Dental Practice/Dentist Name

Health Care Card

Valid to:

Do you give permission to call a Doctor?

YES

☐

NO

☐

Do you give permission for First Aid to be administered?

YES

☐

NO

☐

Do you give to call a Dentist?

YES

☐

NO

☐

Do you give permission for Panadol to be given?

YES

☐

NO

☐

Does your child have any health, medical conditions or additional needs? eg. Asthma, Allergies

☐

YES

☐

NO

If Yes, please complete the FORM 1 Student Health Care Summary

DISABILITY

Does your child have a disability?

☐

YES

☐

NO

If Yes, please specify

Please tick if you can provide documentation

☐

YES

☐

NO

This will assist the Principal in planning to provide the best educational program for your child.

☐ Autism

☐ Physical Disability

☐ Global Developmental Delay (prior to age 6)

☐ Severe Mental Disorder

☐ Deaf or Hard of Hearing

☐ Specific Speech and/or Language Impairment

☐ Intellectual Disability

☐ Vision Impairment

☐ Other, please specify

CONFIDENTIAL INFORMATION

Is this student subject to any court orders in respect of their care, welfare and development or access restrictions?

☐

YES

☐

NO

If Yes, please specify and attach supporting documentation.

Is this student in the care of Director General of the Department of Communities - Child Protection and Family Support (CPFS)?

☐

YES

☐

NO If Yes, please specify the name of the CPFS Case Manager, their CPFS District and their contact phone number.

Name

Contact Number

District

Does the student receive any of the following allowances? (Check the boxes that apply)

☐ Secondary Assistance ☐ Youth Allowance ☐ Assistance for Isolated Children (AIC) ☐ Abstudy

PARENT / CARER 1 DETAILS

Title		First Name	
Surname			
Relationship to the student			
Gender	☐ Male ☐ Female ☐ Not specified		
Postal Address (if different from student residential address)			
		Postcode	
Telephone		Mobile Number	
Email Address			

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 1 speak a language other than English at home?

☐ NO, English only ☐ YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 1 has completed?

- ☐ Year 12 or equivalent ☐ Year 11 or equivalent
☐ Year 10 or equivalent ☐ Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 1 has completed?

- ☐ Bachelor degree or above ☐ Advanced diploma/Diploma
☐ Certificate I to IV (including trade certificate) ☐ No non-school qualification

What is the occupation group for Parent/Carer 1?

(Refer to Attachment 'Parent Occupation Groupings' on Page 10 for more information regarding the categories)

- ☐ 1.Senior Management in large business organisation, government administration & defence, and qualified professionals
☐ 2.Other business managers, arts/media/sportspersons & associate professionals
☐ 3.Tradesmen/women, clerks and skilled office, sales & service staff
☐ 4.Machine operators, hospitality staff, assistants, labourers and related workers
☐ 8.Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 month, enter '8'.)

PARENT / CARER 2 DETAILS

Title		First Name	
Surname			
Relationship to the student			
Gender	☒ Male ☐ Female ☐ Not specified		
Postal Address (if different from student residential address)			
		Postcode	
Telephone		Mobile Number	
Email Address			

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 2 speak a language other than English at home?

☒ NO, English only ☐ YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 2 has completed?

- ☒ Year 12 or equivalent ☐ Year 11 or equivalent
☐ Year 10 or equivalent ☐ Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 2 has completed?

- ☒ Bachelor degree or above ☐ Advanced diploma/Diploma
☐ Certificate I to IV (including trade certificate) ☐ No non-school qualification

What is the occupation group for Parent/Carer 2?

(Refer to Attachment 'Parent Occupation Groupings' on Page 10 for more information regarding the categories)

- ☒ 1.Senior Management in large business organisation, government administration & defence, and qualified professionals
- ☐ 2.Other business managers, arts/media/sportspersons & associate professionals
- ☐ 3.Tradesmen/women, clerks and skilled office, sales & service staff
- ☐ 4.Machine operators, hospitality staff, assistants, labourers and related workers
- ☐ 8.Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 month, enter '8'.)

OTHER FAMILY DETAILS

If applicable, please talk to your school about:

- arrangements for the payment of contributions or charges;
- distribution of information, including student reports and newsletters

OTHER CONTACT DETAILS

(People who may be contacted in an emergency other than Parent/Carer 1 and Parent/Carer 2.)

CONTACT 1:

Title		First Name	
Surname			
Relationship to the student			
Postal Address (if different from student residential address)			
		Postcode	
Telephone (Home)		Mobile Number	
Email Address			

CONTACT 2:

Title		First Name	
Surname			
Relationship to the student			
Postal Address (if different from student residential address)			
		Postcode	
Telephone (Home)		Mobile Number	
Email Address			

PRIVACY AND DECLARATION

Please tick to confirm:

I understand:

- ☐ that the student's enrolment information is confidential and will be kept as required by the Department of Education's record keeping procedures.
- ☐ that information on the Enrolment Form will be used to meet the Department of Education's reporting requirements to other Government departments or agencies. This includes providing the Department of Health with my child's immunisation status as requested.

I declare:

- ☐ This is the only enrolment I have made for the student.
- ☐ I understand that I am required to notify the school as soon as any of the enrolment details for the student change.
- ☐ I understand that if I provide false or misleading information the student's enrolment may be reconsidered or cancelled.
- ☐ I have provided all documentation available to me.

Name of person enrolling student

Title		First Name	
Surname			
Relationship to the student			

Signature

Date

		/			/		
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(Independent minors and those aged 18 years or older may sign on their own behalf)

- ☐ If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct.

Note: In the event that statements made in this application later prove to be false or misleading, this application may be declined. Information supplied may need to be checked by the school.

APPROVAL OF PRINCIPAL OR DELEGATE

Principal's approval

Enrolment finalised

☐ YES ☐ NO

Signature

Date

		/			/		
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MEDIA CONSENTS

At Kambalda West District High School we aim to offer your child the widest range of learning opportunities and celebrate learning whenever possible. This may often require some form of parental consent. This form asks you to consent (or otherwise) to your child's participation/use/access to several aspects of the school program. At all times we make the very best efforts to exercise exemplary standards in respect of duty of care.

MEDIA CONSENT

Children's images and/or their work are often published to recognise excellence or effort and may appear in newspapers, on the internet, in newsletters or on film or video. Their names may also be included but no contact details are provided. Work/images captured by the school will be kept for no longer than is necessary for the purpose outlined above and will be stored and disposed of securely.

- ☐ Yes, I give consent to my child to have his/her image and/or work published as described above.
- ☐ No, I do not give consent

In addition, see Appendix F of the Student's online policy.

INTERNET ACCESS

Student access to the internet is provided in accordance with the school policy (available from the office or school website). Student access is contingent on abiding by the user's Code of Conduct.

- ☐ Yes, my child has permission to access the internet in accordance with the school policy.
- ☐ No, I do not give consent

In addition, see School's policy and the Student's online policy.

VIEWING CONSENT

Children often watch videos/DVDs/television documentaries as part of their learning. Almost always these are 'G' rated and don't require consent. Very occasionally something with a 'PG' rating is appropriate for which we would need parental permission.

- ☐ Yes, I consent to my child viewing items with a 'PG' rating if deemed suitable by the teacher and school administration.
- ☐ No, I do not give consent

LOCAL EXCURSIONS

Children occasionally walk within the local area for minor excursions under the supervision of the teacher and attend activities in local parks, nature reserves, another school, city council library or shopping centre. On all occasions, parents will be notified of the local excursion.

- ☐ Yes, I give consent to my child to have his/her image and/or work published as described above.
- ☐ No, I do not give consent

OFFICE USE ONLY

Student's official documentation all sighted

Date

☐ YES ☐ NO

☐ Birth certificate

☐ Passport

☐ Visa Document/s

☐ Other, please specify

Year/Form/Class

House Faction

Student's Residency status ☐ Australian citizen

☐ Permanent resident

☐ Temporary resident

Overseas Fee Paying student

☐ YES ☐ NO

Entry Date

Previous School

LOTE Stage

Records received

☐ YES ☐ NO

Contributions/Charges Billing

PG1 (%)

PG2 (%)

Other (%)

School records

(including reports, to be sent to)

PG1

PG2

Other

AIR Immunisation History Statement provided

☐ YES ☐ NO

Date of issue

Immunisation status is

Up to date

Not up to date

Date AIR sighted

Immunisation Certificate issued by the Chief Health Officer

☒ YES ☐ NO

Kindergarten eligibility for immunisation exemption:

Code

Enrolment approved by Principal

☒ YES

Date

☐ NO

Entered on school information system by

Date

Student leaves school (Date)

Advice of Transfer

Destination

(Date)

Records requested from transferring school ☒ YES ☐ NO

Date

RelatestoquestionsinParent/Carer1andParent/Carer 2 sections in this form

GROUP 1	GROUP 2	GROUP 3	GROUP 4
Senior management in large business organisation government administration & defence, and qualified professionals	Other business managers, arts/media/sports persons and associate professionals	Tradesmen/women, clerks and skilled office, sales and service staff	Machine operators, hospitality staff, assistants, labourers and related workers
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/ships captain/officer/pilot, flight officer, flying instructor, air traffic controller].	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]. or 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.	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/refuge/ child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/ supervisor].	Drivers, mobile plant, production/ processing machinery and other machinery operators Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, 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 in other groups. 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].

These categories have been determined nationally and are designed as broad occupational groupings. All Australian states and territories use the same categories.