



## ESPERANCE PRIMARY SCHOOL

ABN: 96 937 363 161

Telephone: (08) 9076 3600

103 Windich Street (PO Box 150) Esperance WA 6450

[www.esperanceps.wa.edu.au](http://www.esperanceps.wa.edu.au)

# 2027 KINDERGARTEN APPLICATION FOR ENROLMENT

(Children born 1 July 2022 to 30 June 2023)

Thank you for your interest in enrolling your child at Esperance Primary School for Kindergarten in 2027.

Esperance Primary School is a local intake school (please refer to attached School Zone Map for school boundaries). Students who reside outside of the local intake area may apply for enrolment but must provide a letter addressed to the Principal supporting their application.

An enrolment application **does not guarantee** your child a place at Esperance Primary School. All applications are considered and selections are made in line with the Department of Education's selection criteria. Applications are ranked according to these selection criteria in the following order:

1. Children whose usual place of residence is in the intake area for the school, who will have a sibling enrolled at the school for that year and lives nearest the school.
2. Children whose usual place of residence is in the intake area for the school, who does not have a sibling enrolled at the school for that year and lives nearest the school.
3. Children whose usual place of residence is NOT in the intake area for the school, who has a sibling enrolled at the school for that year and lives nearest the school.
4. Children whose usual place of residence is NOT in the intake area of the school, who does not have a sibling enrolled at the school for that year and lives nearest the school.

Please complete the attached **Application for Enrolment, Enrolment Form** and **Form 1 Student Health Care Summary** and return complete with the following supporting documents to the School Office by **4pm, Friday 24 July 2026**:

- your child's Birth Certificate
- your child's Up-to-date Australian Childhood Immunisation Record (ACIR) History Statement (copies can be requested by telephoning ACIR on 1800 653 809 or emailing [acir@humanservices.gov.au](mailto:acir@humanservices.gov.au))
- proof of your current address (eg, lease agreement of at least three months, proof of ownership of property ie. rates notice, and/or utilities bill – power/water)
- copies of Family Court orders for confirmation of proof of name or custody arrangements
- Visa details if applicable

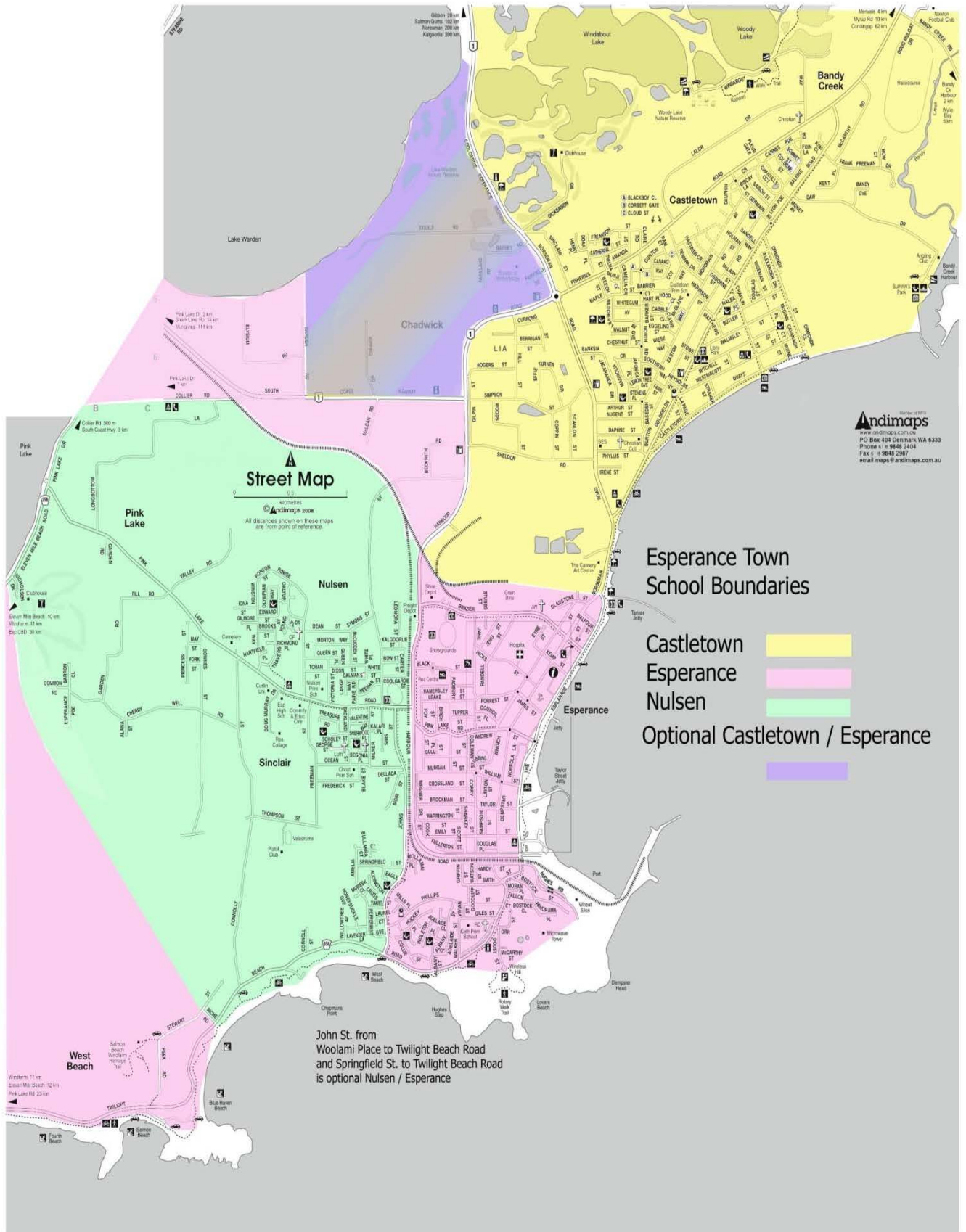
Applications will not be processed until all supporting information is received. Photocopying of supporting documents can be provided at time of lodgement.

Application for Kindergarten does not guarantee automatic enrolment in Pre-Primary. A separate enrolment for the compulsory years of Primary School (ie Pre-Primary to Year 6) is required before commencing Pre-Primary.

We do not take into account the order in which the applications are received, provided that they are returned to the school by **4pm, Friday 24 July 2026**. Any applications received after this time, will be considered in a second round of offers, should vacancies exist.

In accordance with the Education Act (1999), Division 2.20, the Principal reserves the right to review enrolment if it is found that false or misleading information has been provided. This applies in instances both prior to, and after the student has commenced at the school.

Yours sincerely  
**Gareth Palmer**  
PRINCIPAL



Please note - Original Map is on Esperance Primary School Webpage for your convenience



Department of  
Education

GOVERNMENT OF  
WESTERN AUSTRALIA

# Application for Enrolment in a Western Australian Public School (Primary)

You must complete a separate enrolment application for each student. You need to complete an enrolment application form if:



- You are enrolling a child in Kindergarten for the following year.
- You are enrolling a child in Pre-primary for the following year.
- You are enrolling a child in Year 7 at a new school for the following year.
- You are enrolling a child transferring from another school in any year level.

Submitting an application for enrolment does not guarantee you will receive a place at the school. The school will notify you in writing of the outcome of your application.

If you are unable to complete this application form, please contact the school for help. For more information please visit the Department of Education [website](#).

## Additional Information requested for Students Enrolling in Kindergarten only

Did the enrolling student attend a Child and Parent Centre in the past year?  YES  NO

Please Note: Child and Parent Centres are located on or near to some Perth Public Schools. They offer a range of early learning, child and maternal health, parenting support and health promotion programs and services.

Did the enrolling student attend KindiLink, in the past year?  YES  NO

KindiLink program is a supported playgroup located on some Public Schools predominantly for Aboriginal and Torres Strait Islander families

### SCHOOL NAME

School name

### PERSONAL DETAILS (Please complete all details below)

Child's surname

Legal surname (if different)

Given names

Date of birth (dd/mm/yy)

 /  / 

Gender  Male  Female  Not Specified

Parent Surname

Parent First Name

Title  Mr  Mrs  Ms Other

Residential Address  
(must be completed)

Postcode

Postal Address (if different  
from residential address)

Postcode

Telephone (Home)

Telephone (Work)  
(If convenient)

Mobile Phone No.

Email

## PERSONAL DETAILS (Continued)

Year Level enrolling in

Start date: Beginning of following school year  YES  NO

If no, indicate start date /

 /  / 

If applicable, year level your child is currently enrolled in (e.g. Year 6)

If applicable, name of school at which your child is currently or was last enrolled

Are there any Family Court Orders regarding the day to day or long term care, welfare and development of your child?

YES  NO

If YES, please provide a copy of Official Court documentation.

Does your child have an Australian Immunisation Register (AIR) Immunisation History Statement?

YES  NO

Will there be any brothers or sisters attending this school?

YES  NO

Name/s and year levels

Is your child currently under suspension from a school?

YES  NO

If yes, name of school

Is your child a temporary resident?

YES  NO

If yes, please indicate:

Date entered Australia if born overseas.

 /  / 

Visa Sub Class No.

Visa expiry date

 /  / 

Does your child have health or medical condition, disability or additional needs?  YES  NO

This information will assist the school principal in planning to provide the best educational program for your child. Please provide details:

## DECLARATION

The information and statements provided in this application for enrolment are true and accurate in relation to:

Name of person enrolling child

Title  Mr  Mrs  Ms Other

Relationship to child

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

Telephone (Home)

Telephone (Work)

Mobile Phone No.

Signature

Date

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.

## DOCUMENTS TO BE PROVIDED

The school will advise you of any additional documentation required.

Checklist: Check the box  to indicate documents you can provide to support this application.

- 1. Birth Certificate or extract or other identity documents
- 2. Immunisation Statement
- 2. Copies of Family Court or any other court orders (if applicable)
- 3. Proof of address
- 4. Information relating to suspensions
- 5. Information relating to health or medical condition, disability or additional needs (if applicable)
- 6. If your child is not a permanent resident of Australia, you must provide evidence of current visa subclass and previous visa subclass (if applicable, such as if current visa is a bridging visa). Please provide any other relevant information.

## OFFICE USE ONLY

Documents provided:

- 1. Birth Certificate or extract or other identity documents  YES  NO
- 2. Copies of Family Court or any other court orders  YES  NO
- 3. Proof of address  YES  NO
- 4. Information relating to suspensions  YES  NO
- 5. Information relating to health or medical condition, disability or additional needs  YES  NO

Date application received

Year Level

Principal's approval

Application for Enrolment approved  YES  NO

Name

Signature of principal/delegate

Date



# 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.

## SCHOOL NAME

School name  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  Other

Residential Address

Postcode

Telephone (Home)

Full Name/s of siblings attending this school

Student lives with:  
 Both parents  Parent/Carer 1  Parent/Carer 2  
 Other, please specify name and relationship

Emergency Contacts in order of preference (must reside in Esperance)		
Name	Mobile No.	Relationship to Student
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## PARENT / CARER 1 DETAILS

Title  First Name  Surname

Relationship to the student

Postal Address  
(if different from student  
residential address)

Postcode

Mobile Number  Workplace & Number

Email Address  
(for newsletters and student reports)

Please indicate whether you have the  Day to day care of the student OR  Long term care of the student

### Contribution and Charges to be issued to Parent/Carer 1 unless otherwise advised

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 mainly speak English at home?  YES  NO

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' 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/sports persons & 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 months, enter '8'.)

## PARENT / CARER 2 DETAILS

Title  First Name  Surname

Relationship to the student

Postal Address  
(if different from student  
residential address)

Postcode

Mobile Number  Workplace & Number

Email Address  
(for newsletters and student reports)

Please indicate whether you have the  Day to day care of the student OR  Long term care of the student

Contribution and Charges to be issued to Parent/Carer 1 unless otherwise advised

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 mainly speak English at home? YES  NO

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' 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/sports persons & 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 months, enter '8'.)

## STUDENT DETAILS (Continued)

Religion

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

## 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?  NO  YES - If Yes, Visa Sub Class Number

Is the student a temporary resident of Australia? YES  NO

If Yes, Date of Arrival in Australia   /   /   Visa Sub Class Number

Visa Expiry Date  
(if applicable)

/   /

## 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)?

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

District

Name

Contact Number

## PREVIOUS SCHOOL

Previous School

If previously enrolled in Home Education, specify the Education Region

## DISABILITY

Does the student have a disability?

YES  NO

If Yes, please specify

Please tick if you can provide documentation about (The school will request copies of this information)

- |  |   |
|--|---|
| <input type="checkbox"/> Autism                                      | <input type="checkbox"/> Physical Disability                        |
| <input type="checkbox"/> Deaf or Hard of Hearing                     | <input type="checkbox"/> Severe Mental Disorder                     |
| <input type="checkbox"/> Global Developmental Delay (prior to age 6) | <input type="checkbox"/> Specific Speech and/or Language Impairment |
| <input type="checkbox"/> Intellectual Disability                     | <input type="checkbox"/> Vision Impairment                          |
| <input type="checkbox"/> Other, please specify                       |   |

### 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

Does the family or student have a Health Care Card?  YES  NO

If Yes, please provide card number

Expiry Date

/  /

## APPENDIX F - Permission to publish students images and work for school purposes

Your permission is sought for the school to publish video or photographic images of your child and/or samples of your child's school work to be used by the school and the Department of Education. The purpose of using the images or work will be activities such as promoting the school, school events and student achievements.

Your child's image and/or school work may be published for the above purposes in a range of formats such as hardcopy and digital, including audio and video file formats, and published to a range of media including but not limited to school newsletters, email, school and Department of Education intranet and internet sites including social media websites (e.g. Facebook, YouTube etc.), any third party applications and local newspapers in hardcopy and digital formats, which may enable viewers/readers to identify your child.

The school will endeavour to limit identifying information that accompanies images of your child or child's work; however there will be occasions when your child's name, class and school may be published along with images.

If you agree to this use of your child's image and school work please complete the consent below and return this whole permission form to the school with the enrolment form. Once signed, the consent will remain effective until such time as you advise the school otherwise.

GARETH PALMER  
PRINCIPAL

PERMISSION (do not detach)

I agree to the videoing or photographing of my child and my child's school work during school activities for use by the school and the Department of Education in the ways stated above.

IMPORTANT: I understand that while the school and Department of Education will only publish my child's information for the above-stated purposes, the internet is accessible by any person worldwide. I understand that my child's information can be accessed, copied and used by any other person using the internet (e.g. shared through social media such as Facebook, YouTube, etc.). I understand that once my child's information has been published on the internet the school and Department of Education have no control over its subsequent use and disclosure. I understand that I can withdraw this permission at any time by contacting the school or Department in writing; however this will not affect materials that have already been published and disseminated.

Name of student:

Signature of Parent/Carer

## 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

*(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 approved

YES

NO

Signature

Date

# 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

International Fee Paying

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

/  /

If not up to date, additional request/s for documentation on date/s:

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 (Date)

/  /

Destination

Records received from transferring school

YES  NO

Date

/  /

Relates to questions in Parent/Carer 1 and Parent/Carer 2 sections in this form

GROUP 1	GROUP 2	GROUP 3	GROUP 4
<b>Senior management in large business organisation government administration &amp; defence, and qualified professionals</b>	<b>Other business managers, arts/media/sportspersons and associate professionals</b>	<b>Tradesmen/women, clerks and skilled office, sales and service staff</b>	<b>Machine operators, hospitality staff, assistants, labourers and related workers</b>
<p>Senior executive/ manager / department head in industry, commerce, media or other large organisation.</p> <p>Public service manager (section head or above), regional director, health/ education/police/ fire services administrator.</p> <p>Other administrator [school Principal, faculty head/dean, library/museum/gallery director, research facility director].</p> <p>Defence Forces Commissioned Officer.</p> <p>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.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.</p> <p>Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer].</p> <p>Air/sea transport [aircraft/ships captain/officer/ pilot, flight officer, flying instructor, air traffic controller].</p>	<p>Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.</p> <p>Specialist manager [finance/ engineering/production/ personnel/ industrial relations/ sales/marketing].</p> <p>Financial services manager [bank branch manager, finance/ investment/insurance broker, credit/loans officer].</p> <p>Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency].</p> <p>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].</p> <p>Associate professionals generally have diploma/technical qualifications and support managers and professionals.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional.</p> <p>Business/administration [recruitment/employment/ industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager].</p> <p>Defence Forces senior Non-Commissioned Officer.</p>	<p>Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/ women are included in this group.</p> <p>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].</p> <p>Skilled office, sales and service staff</p> <p>Office [secretary, personal assistant, desktop publishing operator, switchboard operator].</p> <p>Sales [company sales representative, auctioneer, insurance agent/ assessor/loss adjuster, market researcher].</p> <p>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].</p>	<p>Drivers, mobile plant, production/ processing machinery and other machinery operators</p> <p>Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper].</p> <p>Office assistants, sales assistants and other assistants</p> <p>Office [typist, word processing/ data entry/business machine operator, receptionist, office assistant].</p> <p>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].</p> <p>Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant].</p> <p>Labourers and related workers</p> <p>Defence Forces ranks below senior NCO not included in other groups.</p> <p>Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand].</p> <p>Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].</p>

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



# FORM 1 STUDENT HEALTH CARE SUMMARY

## SECTION A

Year  Form  Teacher

Student's name

Date of birth (dd/mm/yy)  /  /  Gender  Male  Female  Not Specified

Address

Postcode

## FAMILY CONTACT DETAILS

Name

Relationship to student

Address

Postcode

Telephone (Home)  Telephone (Work)

Telephone (Mobile)

Name

Relationship to student

Address

Postcode

Telephone (Home)  Telephone (Work)

Telephone (Mobile)

## MEDICAL DETAILS

Medical practice

Doctor 1

Telephone

Doctor 2

Telephone

Do you have ambulance insurance?  YES  NO - If yes, specify insurance provider:

If there is a medical emergency, parents/carers are expected to meet the cost of an ambulance.

List any essential information that could affect your child in an emergency e.g. allergy to penicillin.

Medicare Card number

Medicare Card Individual Reference Number (IRN)

Expiry date (dd/mm/yy)

## ADMINISTRATION OF MEDICATION

Written authorisation must be provided for staff to administer any form of medication at school.

Long term medication – Complete the *Medication section* of the relevant health care plan – see below.

Short term medication – Request an *Administration of Medication form* to complete and return to the Principal or class teacher.

Note: All medication required must be supplied by parents/carers.

## INFORMED CONSENT

Your child's health care information will be shared with staff on a need to know basis unless otherwise stated.

Do you give permission for the school to share your child's health care information?  YES  NO

Note: If your child is enrolled in a TAFE, PEAC or an alternative education program, this includes the transfer of their health care information to the principal or manager of that program.

If no, and the information is to be restricted, who can be informed of your child's health care information?

Does your child have one or more health condition(s) that will require support from school staff? (Check the box that applies)

NO - Sign below and return *Section A* of this form to the school office. If your child's requirements change, please notify the school.

Signature

Date

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.

YES - Complete the remainder of this form and return to the school office. You will be given additional forms to complete.

List your child's health condition(s)

## SECTION B

IN THE FOLLOWING TABLE, PLEASE INDICATE YOUR CHILD'S CONDITION(S) WHICH REQUIRE THE SUPPORT OF SCHOOL STAFF.  
(In response to the information below, you will be given further forms for specific health conditions to complete)

Health conditions (Check the box that applies)

- Severe Allergy/Anaphylaxis
- Minor and Moderate Allergies
- Diabetes
- Seizures
- Asthma
- Activities of Daily Living
- Other Conditions or Needs (Please specify below)

Will school staff require specific training to support your child?

- YES  NO
- YES  NO
- YES  NO
- YES  NO
- YES  NO
- YES  NO
- YES  NO

Has your child's Medical Practitioner provided a health care plan to assist the school to manage the condition?

YES  NO - If yes, advise the Principal:

If you have ticked Yes for specific staff training, please discuss the type of training needed with the Principal.

## SECTION C - CONSENT FOR PHOTO IDENTIFICATION ON YOUR CHILD'S HEALTH CARE PLAN

If your child has a condition where an emergency may occur, please indicate whether you give consent for staff to place your child's medical details and photo on view to provide immediate identification.

I give permission for my child's medical details and photo to be on view for staff.

YES  NO

If yes, please attach photo to the relevant health care plan(s).

## SECTION D - MEDIC ALERT INFORMATION

Does your child have a Medic Alert bracelet or pendant?

YES  NO - If yes, provide details below:

Parent/Carer Signature

Date

Parent/Carer Name

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.

**ON COMPLETION OF THIS FORM, PLEASE REQUEST AND COMPLETE THE RELEVANT HEALTH CARE PLANS.**

Note: Where appropriate students should be encouraged to participate in their health care planning.

## OFFICE USE ONLY

Does the child have an allergy that needs to be flagged on SIS?

YES  NO

Date

Have relevant health care plans been issued to the parent?

YES  NO

Date

Has the Principal been informed if:

specific training is required to support the student?

YES  NO

the student's health care information is to be restricted?

YES  NO

Date *Student Health Care Summary* was completed and uploaded on SIS:

Date



# Collection notice for enrolment

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## Purpose of collection

We, the Department of Education Western Australia (WA), collect your child's information to manage student enrolments in public schools. The information supports your child's school and contributes to an Australian education system which is fair for all students. This is done under the *School Education Act 1999* and the *School Education Regulations 2000*.

Note: In this document, 'parent' and 'you' include a child's parent or carer, the adult responsible for a child's day to day care, or a person enrolling on their own behalf.

## Information collected for enrolment

When you enrol your child in a public school, you'll need to provide the following personal details and documents:

### Child information

- Full name, date of birth, and gender
- Residential address and family living arrangements
- Whether the child identifies as Aboriginal or Torres Strait Islander
- Language background and languages spoken at home
- Current immunisation status
- Previous schools attended and educational history
- Learning, behavioural or other personal needs
- Health and medical conditions (including Form 1: Student health care summary)
- Australian citizenship or visa details

### Parent information

- Name and relationship to your child
- Residential address and contact details
- Languages spoken at home
- Level of education, qualifications and occupation

### Additional information

- Name and contact details of people the school can contact in an emergency
- Court or care orders or parenting plans, if applicable

## Why this information is collected for enrolment

Your information is used to:

- assess and manage enrolment applications
- confirm student identity
- communicate with students and families
- support student learning, health and wellbeing, behaviour and safety
- enable students to take part in state, national and international assessments and reporting, including the
  - NAPLAN in Years 3, 5, 7 and 9
  - Pre-primary Australian Early Development Census (AEDC)
  - secondary Online Literacy and Numeracy Assessment (OLNA)
  - Nationally Consistent Collection of Data (NCCD) on school students with disability
  - any other mandated assessments and reporting
- manage student identifiers like the WA Student Number (WASN) and SmartRider cards
- inform educational policy, planning, strategy, and research
- provide support, services, programs and funding to meet your child's needs.

If we do not collect this personal information, it may put a student at risk and make it harder to provide the right education plans and support. It may also mean we cannot meet our legal responsibilities.

## How we use and share enrolment information

We only use and share your child's enrolment information for the purpose it is collected and when the law allows or requires it.

We may share your child's enrolment information with:

- another WA public school when your child changes schools, such as when:
  - your child transfers from Year 6 to Year 7
  - they participate in a school-arranged alternative education program
- their new non-government school or interstate school, if you provide permission
- government agencies for health, welfare and/or legal compliance, and child protection laws.

The personal information we collect is stored locally, within Australia, in our Student Information System and follows our Information and Communication Technologies policies.

Personal information is collected, managed, and disposed of following our Records Management policy and the *State Records Act 2000*.

## Your rights – access and correcting enrolment information

You can contact your child's school if you:

- want to see or update the enrolment information you provided
- have concerns about how your child's enrolment information is being used or stored.

Updates to personal information provided throughout a student's schooling are considered part of a student enrolment record.

## More information

To learn more about how we protect your information, visit our website's page about [Privacy](#).