



STUDENT ENROLMENT FORM

The Student Enrolment Form should be completed and submitted along with the Application for Enrolment Form to River Valley Primary School.

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.

Older devices and some smart devices may need Adobe Reader to use this form. A free version of Adobe Reader is available to download via <https://get.adobe.com/reader/>.

SCHOOL NAME

School name

River Valley Primary School

Year Level enrolling in:

STUDENT DETAILS

Student Title

Student's First Name

2nd Name

3rd Name

Preferred First Name

(if different)

Student Surname

Legal surname (if different)

Previous surname

Gender

☐

Male

☐

Female

☐

Not Specified

Date of birth (dd/mm/yy)

Residential Address

Postcode

PARENT/CARER DETAILS 1

Relationship to the student

Title

First Name

Last Name

Preferred First Name

Gender

☐ Male☐ Female☐ Not Specified

Email Address

Landline

Mobile

Address

(if different from student address)

Mailing Address

(if different from student address)

Paying fees and charges

☐ Yes☐ No

If no, who is responsible:

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, Please Specify

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 organization, 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, 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'.)

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

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

PARENT/CARER DETAILS 2

Relationship to the student

Title

First Name

Last Name

Preferred First Name

Gender

☐ Male☐ Female☐ Not Specified

Email Address

Landline

Mobile

Address

(if different from
student address)Mailing
Address(if different from
student address)

Paying fees and charges

☐ Yes☐ No

If no, who is responsible:

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, Please Specify

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 organization, 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, 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'.)

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

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

SIBLING DETAILS

Full Name/s of siblings attending this school

Date of Birth of Sibling

Gender of Sibling

ADDITIONAL STUDENT DETAILS

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)

Is the student of Aboriginal or Torres Strait Islander origin?

☐

No

☐

Yes, Aboriginal

☐

Yes, Torres Strait islander

☐

Yes, Both Aboriginal and TSI

Student lives with:

☐ Both Parents

☐ Parent/Carer 1

Name

Relationship to student

☐ Parent/Carer 2

Name

Relationship to student

☐ Independent minor

Name

Relationship to student

☐ Adult Student

Name

Relationship to student

☐ Other, please specify

Name

Relationship to student

Does the student mainly speak English at home? ☐ Yes ☐ No

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

Previous School

If previously enrolled in Home Education, specify the Education Region

What was the first language spoken at home?

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)

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

FAMILY CIRCUMSTANCES

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

CONTACT 1:

First Name

Surname

Relationship to the student

Address

(if different from
student's residential
address)

Postcode

Mobile Number

Email Address

OTHER CONTACT DETAILS Contd.

CONTACT 2:

First Name

Surname

Relationship to the student

Address

(if different from
student's residential
address)

Postcode

Mobile Number

Email Address

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 (DOC)?

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

District

Name

Contact Number

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

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

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.

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

 / /

PARENT OCCUPATION GROUPS

Attachment

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

GROUP 1	GROUP 2	GROUP 3	GROUP 4
<i>Senior management in large business organisation government administration & defence, and qualified professionals</i>	<i>Other business managers, arts/media/sportspersons and associate professionals</i>	<i>Tradesmen/women, clerks and skilled office, sales and service staff</i>	<i>Machine operators, hospitality staff, assistants, labourers and related workers</i>
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, 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 in other groups. 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]. 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.