



CAPEL PRIMARY SCHOOL
"An Independent Public School"

Barlee Rd

CAPEL WA 6271

Phone: 9727 2183

Email: Capel.PS@education.wa.edu.au

STUDENT ENROLMENT FORM

(For enrolment in a Western Australian Public School)

STUDENT DETAILS

Student surname _____
Legal surname _____ Previous surname _____
Given Names 1st _____ 2nd _____ 3rd _____
Preferred Name _____ Date of Birth _____
Gender _____ Email address _____
Residential address _____ Postcode _____
Year level enrolling in _____ Start Date _____
Previous School _____ Reason for changing _____
Full Name/s of brothers and sisters attending this school: _____
Religion _____ Is the student to be withdrawn from religious instruction? Yes No

PARENT / GUARDIAN DETAILS

Parent /Guardian 1 Details

Title Dr Miss Mr Mrs Ms Other _____
First Name _____ Surname _____
Relationship to student _____ Gender _____
Residential Address _____ Postcode _____
Postal Address _____ Postcode _____
Telephone (Home) _____ Mobile Phone No. _____
Email _____
Occupation _____ Employer/Location _____
Telephone (Work) _____

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.

What is the highest year of primary or secondary school you have completed? 9 or below 10 11 12

What is the level of the highest qualification you have completed?

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

What is your occupation group? *Comprehensive occupation group list available on last page*

- 1** Senior Management in large business organisation, government administration & defence, and qualified professionals
 2 Other business managers, arts/media/sportspersons & associate professionals
 3 Tradesmen/woman, 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. However, if you have not been in paid work in the last 12 months, select '8' above).

PARENT / GUARDIAN DETAILS cont.

Parent/Guardian 2 Details

Title	Dr	Miss	Mr	Mrs	Ms	Other	_____
First Name	_____			Surname	_____		
Relationship to student	_____			Gender	_____		
Residential Address	_____					Postcode	_____
Postal Address	_____					Postcode	_____
Telephone (Home)	_____			Mobile Phone No.	_____		
Email	_____						
Occupation	_____			Employer/Location	_____		
Telephone (Work)	_____						

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OTHER CONTACT DETAILS

Title	Dr	Miss	Mr	Mrs	Ms	Other	_____
First Name	_____			Surname	_____		
Relationship to student	_____			Gender	_____		
Residential Address	_____					Postcode	_____
Postal Address	_____					Postcode	_____
Telephone (Home)	_____			Mobile Phone No.	_____		
Email	_____						
Occupation	_____			Employer/Location	_____		
Telephone (Work)	_____						

EMERGENCY CONTACT LIST

1 st Name	_____	Relationship to student	_____
Email	_____	Mobile Phone	_____

2 nd Name	_____	Relationship to student	_____
Email	_____	Mobile Phone	_____

3 rd Name	_____	Relationship to student	_____
Email	_____	Mobile Phone	_____

STUDENT ADDITIONAL INFORMATION

Is the student of Aboriginal or Torres Strait Islander origin?

- No Aboriginal Torres Strait Islander (TSI) Both Aboriginal and TSI

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*) _____

Nationality _____ Country of Birth _____

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 _____

International Fee Paying (if known) Yes No

CONFIDENTIAL

Access Restriction

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

- Yes If YES, please specify and attach supporting documentation. _____
 No

Does the family or student have a Health Care Card?

- Yes If YES, please provide card number _____ Expiry ____ / ____ / ____
 No

Is this student in the care of Director General of the Department for 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 _____

STUDENT MEDICAL/HEALTH DETAILS

In addition to the information below, a separate form (student health care summary) available from the school, is to be completed for all students.

Note: For students identified as having health conditions requiring support at school, additional form/s will be provided by the school.

Does the student have a disability? Yes No

If YES, please specify the disability _____

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 Development 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 _____ | |

STUDENT MEDICAL/HEALTH DETAILS cont.

Does the student have a medical condition or intensive health care need? Yes No

If YES, please specify. Allergy - Anaphylaxis Seizure Disorder (eg: epilepsy)
 Allergy - Other Hearing condition (eg: otitis media)
 Asthma Mental health or behavioural (eg: depression, ADD/ADHD)
 Diabetes Intensive Health Care Need (eg: tube feeding)
 Diagnosed migraine/headaches
 Other If OTHER, please provide details _____

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

Medical Practice (Name and Address): _____

Doctor's Name: _____ Telephone: _____

Dental Surgery Practice (if applicable, name and address): _____

Dentist's Name: _____ Telephone: _____

Medicare No: _____ No. on card _____ Valid to: _____

Permission to administer First Aid? Yes No

Do you have ambulance cover? Yes No Insurance Provider: _____

(If there is a medical emergency parents or guardians are expected to meet the cost of the ambulance)

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 child

Title _____ First Name _____

Surname _____ Relationship to the student: _____

Signature: _____ Date: _____

Parent Occupation Groups

Relates to questions in Parent 1 and Parent 2 sections of the Application for Enrolment form

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



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CONSENT FORM

At Capel Primary School we aim to offer your child the widest range of learning opportunities and celebrate learning wherever 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.

DIGITAL IMAGE

Children's image and/or their work are often published to recognise excellence or effort and may appear in newspapers, on the internet (schools website and Facebook page), in newsletters and other school publications 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 purposes outlined above and will be stored and disposed of securely.

- YES**, I consent to the use of the name, images and/or work of my son/daughter as described above.
- NO** I do not give consent.

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 users' Code of Conduct.

- YES**, I consent to my child accessing the internet in accordance with school policy.
- NO** I do not give consent.

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 EXCURSION

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, council library or shopping centre. On all occasions, parents will be notified of the local excursion.

- YES**, I consent to my child participating in teacher supervised local excursions as described above.
- NO** I do not give consent.

CONSENT

Name of student _____ Year/Room _____

Name of person signing consent form

Title _____ First Name _____ Surname _____

Signature _____ Relationship to student _____

Date _____

UNIFORMCONCEPTS

NELL GRAY

Capel Primary School uniform supplies are located at
Uniform Concepts Bunbury store.

**4/118 Spencer Street,
South Bunbury**

Telephone: 9270 4664

email: bunbury@uc.nellgray.com.au

website: <https://www.nellgray.com.au/Schools/Capel-Primary-School>



Jarra

Banksia

Tuart

Peppi

They have samples of uniforms in all sizes and plenty of fitting rooms to enable students to try on garments.

ONLINE ORDERS (preferred option)

- visit <https://www.nellgray.com.au/Schools/Capel-Primary-School>

BACK TO SCHOOL APPOINTMENTS

- visit <https://www.nellgray.com.au/Uniform-Concepts/Appointments> and select the *BUNBURY SUPERSTORE*.

OPEN

Monday, Wednesday & Friday 9:00am - 5:00pm

Saturday 9:00am - 1:00pm