

Mater Dei Catholic Primary School

APPLICATION FOR ENROLMENT



*A Faith Centred
Community that
Nurtures and Inspires*

2021

MATER DEI PRIMARY SCHOOL

ADMISSION POLICY FOR ENROLMENT

ENROLMENT CRITERIA

We are appreciative that you are considering enrolment at Mater Dei Catholic Primary. We happily accept applications from many families, regardless of residing address or faith but would ask that you take the time to read the criteria, listed below, which will be followed, should applications exceed places available.

Catholic Primary Schools in Wagga are zoned, based on the Parish that each school serves. We ask that in the first instance, families at least contact their zoned schools, whether to enrol or to discuss possible application to another Catholic School. Given that Mater Dei School is an integral part of the Sacred Heart Parish, we are obliged in the first instance to place Catholic families of our zone. Obviously should there be places available, other families will be enrolled, working downwards through the criteria below.

- a. Siblings of existing students, provided they meet readiness and age requirements.
- b. Catholic children whose family are **active parishioners** and whose family support Sacred Heart Koorungal Parish, and reside within the Mater Dei Catholic Primary School residential zone.
- c. Catholic children outside Sacred Heart Parish but whose family are active parishioners of Sacred Heart Koorungal Parish, will be considered for placement at either Sacred Heart or Mater Dei Primary schools. ***An application should also be made at the parish school you are residentially zoned to.***
- d. Catholic children, who reside in the Mater Dei Catholic Primary School residential zone and meet readiness requirements.
- e. Catholic children who live in the Sacred Heart Koorungal Parish, but outside the Mater Dei zone. ***An application should also be made at Sacred Heart School.***
- f. Catholic children from other parishes. ***An application should also be made at your Parish School.***
- g. Children of other faiths, who reside within Mater Dei residential zone. ***An application should also be made at your local primary school.***
- h. Children of other faiths, who reside outside the Mater Dei residential zone. ***An application should also be made at your local primary school.***

PLEASE NOTE

In final determinations, age and readiness of applicants will be taken into account (oldest applicants are given preference in Kindergarten enrolments). In extenuating circumstances, other applicants may be considered at the discretion of the Parish Priest and Principal. **In the event that applications for enrolment far exceed available places, interviews may only be offered to Parish Catholic families in the first instance.** Baptismal, Birth and Immunisation certificates **must** accompany your application for enrolment. Identification and **proof of residential address must also be provided when you lodge your application for enrolment** e.g. parent's driver's licences, phone bill, electricity or gas bill. At the close of the enrolment period, all applicants will receive correspondence regarding the interview period.

ENROLMENT APPLICATIONS FOR UPPER GRADES

For grades other than Kindergarten, you are welcome to contact us to [make an enquiry](#). Please note that waiting lists apply to some of our Year levels.

**** Please Note— This application can be further supported, by obtaining a reference from Fr John Baptist at Sacred Heart Koorungal Parish, or from the Parish Priest at the Parish where you attend Mass.***

Your application must be returned with ALL supporting documentation - Baptismal certificate, Birth certificate, Medicare Immunisation certificate, copies of both parents driver's licence and two forms of proof of residence, as well as copies of passports, visa and citizenship papers (where applicable).



Mater Dei Catholic Primary School

63 Gregadoo Road
 Wagga Wagga NSW 2650
 Phone 02692 62060, Fax 02692 23242
 E-mail mdp-info@ww.catholic.edu.au
 Web www.mdpww.catholic.edu.au
 School App (Mater Dei Catholic Primary School)

APPLICATION FOR ENROLMENT

Name of Student: Current school or Pre School:	Office Use Only Student Code: Family Code:
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Family Mailing Details	
Family Surname	
Mail to [eg Mr & Mrs Smith]	Greeting Names [eg John & Mary]
Address	Suburb/City Post Code
Family Phone Number	Other
Relationship: Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Single <input type="checkbox"/> Other <input type="checkbox"/>	Current Parish
Health Fund (if applicable)	Health Fund Number Expiry Date : __ / __ / ____
Health Care Card No. (if applicable)	Ambulance Subscription <input type="checkbox"/> No.
Medicare Number	Email address @

Pre-School and Infant Children in your Family			
Please list below all the children in your family who are yet to be enrolled at Primary School			
Child's Full Name	Birthdate	Pre-School Attending	Expected Year of Enrolment

Student Details	
First Name	Previous School: Year Level:
Middle Name	Was the Student born overseas Yes <input type="checkbox"/> No <input type="checkbox"/>
Surname	If Yes <input type="checkbox"/> Please complete the section below -
Preferred Name	Date Arrived in Australia: __ / __ / ____
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Unspecified	Date attended first Australian School: __ / __ / ____
Date of Birth	First Australian School Year (eg: 2001):
Country of Birth	Religion
Nationality	Does the student speak a language(s) other than English at home?
Commencement Year	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes <input type="checkbox"/> Please List Below:
Start Date	1. 2.
School Year Start [eg: Prep, Year7]	Special Needs:
	Office Use Only: FFlag RIS

Parish/Sacramental Details			
Sacrament	Date Received	Parish Received	Copy of Certificate supplied
Baptism			Yes <input type="checkbox"/> No <input type="checkbox"/>
Reconciliation			Yes <input type="checkbox"/> No <input type="checkbox"/>
Eucharist			Yes <input type="checkbox"/> No <input type="checkbox"/>
Confirmation			Yes <input type="checkbox"/> No <input type="checkbox"/>
Office Use Only:			
Passport Number			
OSHC Membership Number			
Confirmation of Enrolment – Course Code			
Confirmation of Enrolment Number			

Indigenous Identifier		
Is the Student of Aboriginal or Torres Strait Islander origin?: Yes <input type="checkbox"/> No <input type="checkbox"/> (If Yes, please tick <input type="checkbox"/> one below)		
<input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Both Aboriginal & Torres Strait Islander		
Student's Residency Status		
What is the Student's Residency Status? (Evidence must be provided)		
Please note: Any change in Visa/Residency Status must be advised		
<input type="checkbox"/> Australian Citizen <input type="checkbox"/> New Zealand Citizen <input type="checkbox"/> Norfolk Islander <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Temporary Visa Holder		
<input type="checkbox"/> Bridging Visa (BRVS) <input type="checkbox"/> Tourist or Visitor Visa (RSVS) <input type="checkbox"/> Full Fee Paying Overseas Student (OS)		
For Australian Born Citizens , if the Student was living overseas for two or more years, on what date did the student return to Australia?		
For Students Born Overseas , on what date did the student last arrive in Australia ?		
If the student is a Permanent or Temporary Visa Holder please provide the following information :		
Current Visa Sub Class :	Visa Number :	Visa Expiry Date :
Passport Number :	Country Passport Issued	
Office Use Only : Residency Status Evidence Supplied <input type="checkbox"/> (please tick)		
Principal Visa Holder: <input type="checkbox"/> Yes <input type="checkbox"/> No	Subordinate Visa Holder: <input type="checkbox"/> Yes <input type="checkbox"/> No	
OS <input type="checkbox"/> BRVS <input type="checkbox"/> RSVS <input type="checkbox"/> ETV <input type="checkbox"/> PRS <input type="checkbox"/> LBOTE <input type="checkbox"/> ESL <input type="checkbox"/> ESLASSIST <input type="checkbox"/> NA/CIEC <input type="checkbox"/> CSS <input type="checkbox"/> SSCL <input type="checkbox"/> OHS <input type="checkbox"/>		
For Students on an Overseas Student Visa refer to Enrolment of Overseas Students documentation and complete relevant form(s).		

Kindergarten Students
For Kindergarten Students, what type of formal care did this child have in the year prior to enrolling at school?
Formal Care <input type="checkbox"/> Long Day Care <input type="checkbox"/> Family Day Care <input type="checkbox"/> Occasional Care <input type="checkbox"/> Pre-School <input type="checkbox"/> Other Formal Care
Amount of formal care each week, prior to enrolling at school: <input type="checkbox"/> Up to 6 hours per week <input type="checkbox"/> Up to 12 hours per week <input type="checkbox"/> 12 hours to full time each week
Name of Pre-School, Long Day Care Centre or Other Formal Care Service:
Other Care <input type="checkbox"/> Parent <input type="checkbox"/> Relative <input type="checkbox"/> Playgroup <input type="checkbox"/> Other Carer (please specify)

Previous Schools												
Please provide details of any school where the student has previously been enrolled (NSW, Interstate or Overseas) starting with the most recent. If more space is needed, please attach a page marked 'Previous Schools'.												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Name of School(s) attended (start with most recent)</th> <th style="width: 20%;">Location of School(s)</th> <th style="width: 20%;">Dates of Attendance</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td>From: To:</td> </tr> <tr> <td> </td> <td> </td> <td>From: To:</td> </tr> <tr> <td> </td> <td> </td> <td>From: To:</td> </tr> </tbody> </table>	Name of School(s) attended (start with most recent)	Location of School(s)	Dates of Attendance			From: To:			From: To:			From: To:
Name of School(s) attended (start with most recent)	Location of School(s)	Dates of Attendance										
		From: To:										
		From: To:										
		From: To:										
If this is not the Student's first enrolment at an Australian school, what was the Student's first date of enrolment at an Australian school?												

Medical Details	
Doctor/Medical Centre Name	Phone Number
Student's Medicare Number	Date of Last Tetanus Injection/Booster
Medicare Expiry Date	
Allergies / Medical Alert	Please specify any allergies / medical alerts, particularly ANAPHYLAXIS , relating to the student applying for enrolment (example: Allergies to Nuts, Penicillin, Bee Stings, Asthma, Diabètes, Epilepsy management etc).
Anaphylaxis	Carries Epipen Yes <input type="checkbox"/> No <input type="checkbox"/>
Immunisations	Has the Immunisation Certificate been submitted? Yes <input type="checkbox"/> No <input type="checkbox"/>

Please complete entire application accurately – all questions must be answered

Additional Needs

Please indicate whether the student applying for enrolment has any known or suspected **additional needs**
(please tick Yes or No for **each** of the following)

Physical Needs Yes <input type="checkbox"/> No <input type="checkbox"/>	Medical Needs Yes <input type="checkbox"/> No <input type="checkbox"/>	Educational Needs Yes <input type="checkbox"/> No <input type="checkbox"/>	Behavioural Needs Yes <input type="checkbox"/> No <input type="checkbox"/>	Sensory Needs (vision and/or hearing impairment) Yes <input type="checkbox"/> No <input type="checkbox"/>	Any other additional needs Yes <input type="checkbox"/> No <input type="checkbox"/>
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If you have answered **Yes** to any of the above, please complete the section below: **(Supporting documentation MUST be provided)**

Is your child a young person with: (please tick as applicable)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> autism spectrum disorders | <input type="checkbox"/> acquired brain injury | <input type="checkbox"/> behaviour disorders | <input type="checkbox"/> difficulties in the basic areas of learning |
| <input type="checkbox"/> a hearing impairment | <input type="checkbox"/> an intellectual disability | <input type="checkbox"/> a language disorder | |
| <input type="checkbox"/> mental health issues | <input type="checkbox"/> a physical disability | <input type="checkbox"/> special abilities | <input type="checkbox"/> vision impairment |

Other (please specify):

Legislation and CSO policy recognise that learning adjustments may be required for students with additional needs. These are provided through alternative teaching and learning strategies and special provisions including oral interpreting, Braille, a reader or scribe, access to technology, modifications to equipment, furniture and learning spaces, personal carer support

What was provided for your child in his/her previous school/pre-school/educational setting? (please tick as applicable)

- | | | |
|--|---|---|
| <input type="checkbox"/> access to technology | <input type="checkbox"/> alternative teaching and learning strategies | <input type="checkbox"/> Braille/Large Print |
| <input type="checkbox"/> English language support | <input type="checkbox"/> modification to equipment, furniture and learning spaces | <input type="checkbox"/> personal carer support |
| <input type="checkbox"/> a reader or scribe | <input type="checkbox"/> special provisions for assessments | <input type="checkbox"/> oral interpreting |
| <input type="checkbox"/> early intervention services eg: speech therapy, occupational therapy, other therapies | | |

Other (please specify):

Is there anything that you **do or modify at home** that may help us at school to meet your child's needs?

What may be required for your child in this school? (please tick as applicable)

- | | | |
|---|---|---|
| <input type="checkbox"/> access to technology | <input type="checkbox"/> alternative teaching and learning strategies | <input type="checkbox"/> Braille/Large Print |
| <input type="checkbox"/> English language support | <input type="checkbox"/> modification to equipment, furniture and learning spaces | <input type="checkbox"/> personal carer support |
| <input type="checkbox"/> a reader or scribe | <input type="checkbox"/> special provisions for assessments | <input type="checkbox"/> oral interpreting |

Other (please specify):

You must also advise the school of any new conditions or needs as soon as you are aware of them.

Please complete entire application accurately – all questions must be answered

Student's History Relevant to Risk Assessment

The school has a legal responsibility under the relevant section of the Education Act 1990 to assess and manage any risk of harm to its staff and students. This application gives you the opportunity to provide information that will help facilitate the smooth transition of students into our school setting. This may include preparing a behaviour management plan, risk assessment and risk management plan or other appropriate strategies directed at meeting the particular needs of the student. The action taken in response to the information you provide will help to safety support students in our school and contribute to ensuring the safety of your child, other students and staff.

To your knowledge, is there anything in the student's history or circumstances (including medical history) which might pose a risk of any type to the student, other students or staff at this school? **Yes** **No**

If yes please complete the information below and provide a brief description of your child's history or circumstances (including medical history) which might pose a risk of any type to him or her, other students or staff at this school.

Please provide names and contact details of health professionals or other relevant bodies that have knowledge of these issues.

Does your child have any past history of violent behaviour, including self-harm? Yes No

If yes please provide details (including any Apprehended Violence Orders issued against the student)

Has your child ever been suspended, transferred or excluded from any previous school, pre-school or other educational institution?

Yes No

If yes was this for: (please tick)

- Actual Violence to any person?
Yes No
- Threats of violence or intimidation of staff, students, or others at the school?
Yes No

Are you aware of any other incidents of the kind listed above in which your child has been involved outside of the school setting?

Yes No

If yes, please provide a brief outline of these incidents:

If the student is enrolled it is essential that the school has all information about the needs of a student in order to make REASONABLE ADJUSTMENTS to meet those needs. The school MUST be advised promptly of any changes to the needs of the student.

Please complete entire application accurately – all questions must be answered

Contact Details

(2) Emergency Contact Details MUST be completed

Details	(1) Non Residential Parent (if applicable)	(2) Emergency Contact
	Please only complete if there is a Parent who does not reside at the Student's Home Address	Please nominate a person other than a parent who may be contacted in the event of an emergency, if parents cannot be contacted
Title		
First Name		
Middle Name		
Surname		
Relationship to applicant		
Gender		
Address - Street		
Suburb & Post Code		
Home Phone Number.		
Work Phone Number.		
Mobile Phone Number.		
Email Address		N/A
Employer		
Employer Address – Street		
Employer Suburb & Post Code		
Occupation		
Occupational Group (Refer to list of occupations codes on the insert)	Group 1 <input type="checkbox"/> Group 2 <input type="checkbox"/> Group 3 <input type="checkbox"/> Group 4 <input type="checkbox"/> Group 8 <input type="checkbox"/>	
Employer		
Employer Address – Street		
Employer Suburb & Post Code		
Country of Birth		
Nationality		
Ethnic Origin		
Religion		
Highest Year of School Education:	Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below <input type="checkbox"/>	
Do you speak a language(s) other than English at home?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes <input type="checkbox"/> Please list below: 1. _____ 2. _____	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes <input type="checkbox"/> Please list below: 1. _____ 2. _____
Level of Highest Qualification	Bachelor degree or above <input type="checkbox"/> Diploma/Advanced Diploma <input type="checkbox"/> Certificate I to IV (incl trade cert) <input type="checkbox"/> No non-school qualification <input type="checkbox"/>	N/A
Are there any Family Court Orders/Parenting Plans that have been issued in relation to the enrolling student?	Yes <input type="checkbox"/> No <input type="checkbox"/> (If Yes Supporting documentation must be provided.)	
SIGNATURE		
Office Use Only: FP	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Office Use Only: CPD	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

Please complete entire application accurately – all questions must be answered

Agreement

Please tick the following boxes and sign below **after reading the documents online**

1. I/we have read and agree to the conditions outlined in the following documents (please tick all boxes as read):
- a) School Enrolment Policy
 - b) School Pastoral Care Policy
 - c) Schedule of Fees and Charges
 - d) Special Needs Enrolment Protocols
 - e) School Internet Use Policy
 - f) School Privacy Policy/ Standard Collection Notice/ Use of Student Images Policy (*page 12 of this document*)
 - g) Child Protection Policy / Volunteer requirements
 - h) Suspension and Exclusion Policy

All policy documents are located on our school website (web.mdpww.catholic.edu.au). Please take the time to read these policies before completing this section of your application for enrolment.

2. I/we have included copies of the following documents with this application for enrolment (please tick appropriate boxes):
- Birth Certificate
 - Baptismal Certificate
 - Citizenship documentation (where applicable), copies of relevant visa etc
 - Evidence of time out of the country eg passport, plane tickets, overseas school reports (where applicable).
 - Most recent previous school reports and external test results (where applicable)
 - Relevant Family Court Orders (where applicable)
 - Relevant medical and/or special needs information including clinical/educational assessments (where applicable)
 - Immunisation Certificate
 - Two forms of proof of residential address as stated on this application (electricity bill, gas bill, telephone bill, driver's licence etc)
 - Reference from Koorungal Parish Priest or the Priest from your Parish

3. I/we understand that if this application is successful the information that I/we have provided must be kept up to date throughout the period of enrolment.
4. If this enrolment is accepted I/we agree to support our child's participation in the religious life of the school (eg. school liturgies, retreat, sacramental programs).
5. If this enrolment application is successful, I/we agree to **jointly and severally honour** the financial commitments required by the school as per the Schedule of Fees and Charges.
6. I/we are not aware of any outstanding fees or charges, in relation to the student applying to enrol, that I/we are responsible for at another Catholic school.
7. I/we understand that if this application is accepted by Mater Dei Catholic Primary School that there will be an enrolment fee of \$50 payable and that this money **will not** be refunded if the application is then withdrawn by the applicant.

DECLARATION

In dealing with this application, it may be necessary for the school or the Catholic Education Office, to look at documents held by previous educational institutions, health care professionals or other agencies. This information will be collected, used and stored consistent with legislative requirements. The consent of the owner of the information, while not always necessary, is appreciated and will speed up the assessment of the application.

I/we consent to the school and the Catholic Education Office gaining access to relevant information about the student to be enrolled held by previous educational institutions, health care professionals or other agencies. I/we understand that the school or the Catholic Education Office may approach these bodies directly. The information they request may include information related to any of the questions I have answered in this Application for Enrolment.

I/we have read all of the information in the Enrolment Package and understand the policies that we will need to abide by should this enrolment application be successful. I declare that the information provided in this application to enrol is to the best of my/our knowledge and belief, accurate and complete. I/we understand that if any misleading information has been provided, or any omission of significant, relevant information made in this application for enrolment, acceptance will not be granted, or if discovered after acceptance the enrolment may be withdrawn.

I/we agree jointly and severally to pay all school fees, levies and charges incurred while my child is enrolled (including any expenses incurred by the school as a result of late or non-payment). (Note: No student will be refused enrolment because of an inability, as distinct from an unwillingness, of a parent/guardian to meet their school fee commitments. Please contact the Principal or Secondary Bursar to discuss your particular circumstances.

SIGNED _____ (Father/Carer)

Please Note – this application must be signed by both parents

_____ (Mother/Carer)

Please Note – this application must be signed by both parents

DATE: ____ / ____ / ____

Please complete entire application accurately – all questions must be answered

Please note:

- **Acceptance of this application for enrolment is subject to the approval of the school's Enrolment Committee.**
- **Acceptance to this school does not constitute acceptance into any other Catholic school (primary or secondary).**

OCCUPATIONAL GROUPS

Parental Occupation Definition:

Parental Occupation is defined as the **main** work undertaken by the parent/guardian. If a parent/guardian has more than one job, report their main job.

Group 1: Senior management in large business organisation, government administration and defence, and qualified professionals

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/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller]

Group 2: Other business managers, arts/media/sportspersons and associate professionals

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, 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

Group 3: Tradesmen/women, clerks and skilled office, sales and service staff

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/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

Group 4: Machine operators, hospitality staff, assistants, labourers and related workers

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 above

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]

Group 8: Currently not in paid work

If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the person's last occupation.

If the person has not been in paid work in the last 12 months, tick Group '8' in the appropriate box

Catholic Diocese of Wagga Wagga Standard Collection Notice

1. The School (the Diocese both independently and through its Schools) collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling for your son/daughter.
2. Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
3. Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.
4. Health information about pupils is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about pupils from time to time.
5. If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your son/daughter.
6. The School from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, government agencies, statutory boards, Catholic Education Office, the Catholic Education Commission, your local Diocese and the parish, Schools within other Catholic Dioceses. Also government authorities such as the NSW Board of Studies, the Australian Curriculum, Assessment and Reporting Authority (ACARA), medical practitioners, and people providing services to the School, including specialist visiting teachers, coaches, volunteers and counsellors.
7. The School from time to time may also collect and disclose personal information about current or prospective students in accordance with the Education Act or child protection legislation. Information may also be collected and exchanged for the purposes of the NSW Board of Studies and ACARA. Information provided to the NSW Board of Studies and ACARA may be published in accordance with government requirements on the MySchool website.
8. Personal information collected from pupils is regularly disclosed to their parents or guardians. On occasions, information such as academic and sporting achievements, pupil activities and other news is published in School newsletters, magazines and on our website.
9. Parents may seek access to personal information collected about them and their son/daughter by contacting the School. Pupils may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the School's duty of care to the pupil, or where pupils have provided information in confidence.
10. As you may know the School from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. [It may also be disclosed to organisations that assist in the School'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.
11. On occasions information such as academic and sporting achievements, pupil activities and similar news is published in School newsletters and magazines and on our website.
12. We may include your contact details in a class list and school directory.
13. Photos and videos are often taken at school for various reasons. From time to time, these photos or videos are used in publications, including but not limited to – weekly school newsletter, informational brochures and publications, enrolment process, local newspapers and television.
14. If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not usually disclose the information to third parties.
15. The school may utilise service providers to provide certain services including data storage to the school and its staff and students. The school may provide your personal information to such service providers in connection with the provision of these services. The school's email service provider may store and process emails outside Australia. The school's service provider may also store data outside Australia.



Mater Dei Catholic Primary School

... is a faith centred community that nurtures and inspires

We live our *faith* - and will celebrate this through Prayer, Mass, and Liturgy as we learn and live together. We will act with love for God, ourselves and others.

We choose to *nurture* - and will build a caring and safe school where diverse learners can comfortably pursue their individual potential and personal development.

We commit to *inspire* - and will foster enthused lifelong learners who recognise that challenges can become opportunities.

We value our *community* - and will develop global citizens who are prepared and empowered to make meaningful contributions to our family, our school, our parish and the wider world.

inspire
faith
community
nurture