



Our Lady's Assumption School

43 CHESTER AVENUE
DIANELLA 6059

PO BOX 531
DIANELLA 6059

TELEPHONE: 9471 3000

FAX: 9276 9298

EMAIL: admin@ola.wa.edu.au

Dear Parents,

Thank you for your interest in enrolling your child at Our Lady's Assumption School.

Our Lady's Assumption School is a double stream co-educational Catholic school catering for children from Pre-Kindergarten to Year 6.

The Application for Enrolment package includes:

- Our Lady's Assumption Enrolment Policy
- Our Lady's Assumption Enrolment Form
- Copy of the School fees
- Parish Priest Reference

The 'Our Lady's Assumption School Application for Enrolment' form will help us to know more about your family and your child. Please enclose copies of Baptism, Birth, Immunisation and the Parish Priest Reference.

As outlined in the Enrolment Policy, enrolment does not automatically follow as a result of an application. A \$50 non-refundable application fee must accompany your application. Where there are limits to class sizes, children may have to be placed on waiting lists.

Should you have any queries regarding any of the information received, please do not hesitate to contact our office.

Yours sincerely,

Mr David Barras
Principal

Our Lady's Assumption School

Application for Enrolment



Our Vision

Our Lady's Assumption School Community seeks to foster a living faith, based on truth, where the potential and dignity of the individual is respected and nurtured in an environment of trust

43 Chester Avenue, Dianella
Ph: 9471 3000 Fax: 9276 9298
Email: admin@ola.wa.edu.au
www.ola.wa.edu.au

School Year Requested : _____ Year of Entry Requested: _____

FAMILY INFORMATION

FEMALE PARENT OR GUARDIAN

Title _____
Surname _____
First Name _____
Occupation _____
Nationality _____
Country of Birth _____
Language Spoken _____
Employer _____
Religion _____
Business Phone _____
Mobile Phone _____
SMS Notify Yes / No (Please Circle) _____
Email _____
Marital Status _____

MALE PARENT OR GUARDIAN

Title _____
Surname _____
First Name _____
Occupation _____
Nationality _____
Country of Birth _____
Language Spoken _____
Employer _____
Religion _____
Business Phone _____
Mobile Phone _____
SMS Notify Yes / No (Please Circle) _____
Email _____
Marital Status _____

Family Parish _____ Medicare Number _____

Home Address _____

Home Title _____

Home Telephone _____

Mail Address _____

Mail Title _____

Billing Email _____

Billing Address _____

Billing Title _____

STUDENT INFORMATION

Surname _____ Gender _____

First Name _____ Date of Birth _____

Second Name _____ Country of Birth _____

Preferred Name _____ Resident Status _____ Citizen/ Resident / Overseas

Previous School _____ Nationality/Arrival Date _____

Doctor's Details _____ Visa Number _____

Emergency Contacts

Name _____ Indigenous Status _____ Aboriginal / Torres Strait Isl

Phone Number _____ (please circle) Both / Neither

Relationship to child _____ Language Spoken _____

STUDENT'S INDIVIDUAL NEEDS

The School Education Act 1999 requires the provision of:

“details of any condition of the enrollee that may call for special steps to be taken for the benefit or protection of the enrollee or other persons in the school” (16G).

To assist the school to respond to individual requirements please detail any special needs your child has in the following area(s) that may affect his/her learning, participation or welfare during school hours.

Medication Required	_____
Physical	_____
Orthoses/Prostheses	_____
Psychological/Cognitive	_____
Sensory (eg Vision/Hearing)	_____
Behavioural or Safety	_____
Communication	_____
Allergies	_____

If medication or medical/health care services are required during school hours please provide full details, name, contact number and signed authorisation by the relevant practitioner.

EXTERNAL SERVICE PROVISION

Does your child receive any services from an external agency which may effect educational arrangements?
Yes/No

If so please detail name of Service Provider and Contact No. _____

Does your child require special transport arrangements to and from school? Yes/No

Does your child receive Respite Care on a regular basis? Yes/No

MEDICAL INFORMATION *(Applicable to an imminent enrolment commencement)*

IMMUNISATION RECORD

F- fully immunised N – not immunised I – incomplete immunisation P–personal objections

Measles Mumps Rubella Diptheria Tetanus

Hepatitis B Pertussis Polio (OPV) Immunisation Record Attached

(Whooping Cough)

Family Doctor/Medical Clinic	_____
Address	_____
Contact Number	_____
Dentist/Dental Clinic	_____
Address	_____
Contact Number	_____
Private Health Fund	_____
Blood Group (if known)	_____

MEDICAL EMERGENCY AUTHORISATION

I authorise the Our Ladys Assumption School to seek medical/dental attention, call an ambulance or to hospitalise my son/daughter when considered necessary. If an emergency occurs requiring surgery, anaesthetic, oxygen, blood transfusion, medication and I/we are unable to be contacted within a reasonable time, I/we authorise the school to agree to medically recommended treatment by an accredited medical practitioner on my/our behalf.

Signature of Parent(s)/Guardian(s): _____ Date: _____
FEMALE PARENT OR GUARDIAN

_____ Date: _____
MALE PARENT OR GUARDIAN

SACRAMENT INFORMATION

Baptism Date _____ Reconciliation Date _____
Place of Baptism _____ Place of Reconciliation _____
First Eucharist Date _____ Confirmation Date _____
Place of First Eucharist _____ Place of Confirmation _____

CUSTODY/GUARDIANSHIP

Name of person(s) with legal guardianship of the student: _____
If applicable, a copy of any Parenting or Restraint Order is attached. Yes/No
Any other conditions enforced at law? _____

SIBLINGS CURRENTLY ATTENDING THE SCHOOL

Name: _____ Year Level _____
Name: _____ Year Level _____
Name: _____ Year Level _____
Name: _____ Year Level _____

SIBLINGS CURRENTLY ATTENDING OTHER SCHOOLS

Name _____ Year Level _____ School _____
Name _____ Year Level _____ School _____
Name _____ Year Level _____ School _____

DISCLOSURE

Do you agree that the information supplied in the *Student Information* and *Family Information* sections, can be provided to the relevant Parish Priest?

Yes/No

AGREEMENT

I/we understand and accept that the completion of this Application for Enrolment Form does not guarantee an enrolment interview. Successful applicants will be determined in accordance with the school's enrolment criteria.

I/we understand and accept that attendance at an interview does not guarantee an enrolment offer being made.

I/we understand that enrolment of a student in one Catholic school does not guarantee the enrolment of that student in any other Catholic school.

I/we have completed this application form fully and to the best of my/our knowledge. Further, I/we acknowledge and accept that if it can be demonstrated that I/we have withheld information relevant to the application/enrolment process, especially in relation to this student's individual needs, medical conditions, health care requirements and/or Parenting Orders, then the enrolment may be refused or terminated on this ground.

I/we have read and fully understand and agree that enrolment in a Catholic school means that we and our child will participate fully in all required aspects of the educational program of the school including the Religious Education program of the school.

I/we have read and fully understand and agree to the terms and conditions set out in the school fee collection policy.

I/we agree to abide by the policies and directions of the school and the Catholic Education Commission of Western Australia as they are enacted from time to time.

Signature of Parent(s)/Guardian(s): _____ Date: _____
FEMALE PARENT OR GUARDIAN

_____ Date: _____
MALE PARENT OR GUARDIAN

A copy of your child's Birth Certificate, Baptism Certificate, Immunisation Record, Passport, Visa and Custodial Court Orders are to accompany the Application for Enrolment form. Originals of these documents should be presented at the enrolment interview.



Our Lady's Assumption School Privacy Collection Notice

The school 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

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.

Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health (and Child Protection)* laws.

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.

The School from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes information to other schools, government departments (Catholic Education Office, the Catholic Education Commission, your local diocese and the parish)* medical practitioners and people providing services to the School, including specialist visiting teachers, (sports) coaches and volunteers.

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.

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).

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.

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.

We may include your contact details in a class list and School directory. If you do not agree to this you must advise us now.

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 if appropriate.



Dear Parents /Guardians

During your child's time at Our Lady's Assumption photos of your child taking part in school activities as well as samples of their work may be taken. These items are intended to be used by the school on the school website, in the School Annual, media release or other publications. All of these will be used to publicise the school and activities that children have taken part in.

Information about your child that may appear is outlined in the table below.

Publication	Photo	Name	Year level	Publish Students Work
School Web Site	✓			✓
School Annual	✓	✓	✓	✓
School newsletter	✓	✓	✓	✓
Newspaper report	✓	✓	✓	✓
Carnival / Special events		✓	✓	

Special note:

The school's newsletter is published on the website each week and is accessible by accessing the following link: www.ola.wa.edu.au/newsletter

All information gathered is subject to the school's Privacy Policy and will be treated in accordance to it.

If you do not want your child's details to appear in any of the above mentioned publications, or you do not wish the school to publish your child's work, you need to contact the school in writing to inform us of what information you wish to have withheld.

Mr David Barras
Principal