

# Ashdale Secondary College

## General Enrolment



### GENERAL INFORMATION

A parent/guardian applying to enrol a child in a government school should complete this form. Only permanent residents of Australia and those children holding an approved visa subclass number are eligible to be enrolled in government schools.

**This is an Expression of Interest only** - submitting this form to the school does not mean that an enrolment has been accepted by the school. The Principal will firstly need to determine if there is classroom accommodation and whether an appropriate educational program and health care can be provided for your child at the school. In determining whether an appropriate educational program and health care can be provided for your child at the school, the Principal will need to fully consider the information provided in Section 3 on the form.

**NB:** It is a requirement of the Department of Education that any information on suspensions and exclusions must be provided to the school at the time of applying to enrol a child. This information will help the school to provide your child with the appropriate support, if required. Children currently under suspension from a government school cannot be enrolled at another government school until the suspension period is over. Children who have previously been suspended or excluded from a government school may be required to enter into a behaviour management agreement with the school if enrolment is accepted.

### TRANSPORT

If you are applying to attend a school other than your local school, transport will be your responsibility. All enquiries regarding bus services should be directed to the Department of Transport.

### APPEALS

Should you disagree with the school's decision regarding your "Expression of Interest" you can appeal to the North Metropolitan Regional Office (NMREO).

The NMREO will then seek to verify whether the process for managing the enrolment decision at the school complied with departmental policies and guidelines. Prior to submitting an appeal, it is recommended that you contact the Principal or the Manager District Operations at the NMREO to discuss your grievance informally. Appeal forms are available from either the school or the NMREO.

*For parents of students with a disability* - If you remain dissatisfied with the decision about placement of your child, you may request an independent review of the decision. You should put your request in writing to the Director General, through the relevant District Director. A Disabilities Advisory Panel will be convened to review the placement decision. An opportunity will be provided by the panel for you to present your case. The District Director will be able to provide you with detailed information about the panel.

### CONFIDENTIALITY

All information provided on this form will be treated confidentially. Section 242 of the *School Education Act 1999* and the Department of Education *Information Privacy and Security Policy 2001* preclude this information from being used for any purpose other than:

- to determine whether your expression of interest can be accepted;
- to assist the school with addressing any needs for your child if enrolment is accepted; and
- to comply with legal requirements or ministerial directions.



# Ashdale Secondary College

## Expression of Interest checklist

### **PLEASE COMPLETE ONE FORM FOR EACH CHILD:**

Please place an 'X' in the box to indicate each document attached to this application form.

- 3 current pieces of proof of your usual place of residence to this application form.  
For example;
  - electricity
  - water
  - gas
  - Shire Rates or
  - Lease Agreement (minimum lease of three months) showing your name and usual place of residence.
- Driver's licence or Passport of parent/guardian completing application
- Child's full birth certificate
- Immunisation History Statement;  
Please phone ACIR on 1800 653 809 (free call) or  
Email [ACIR@humanservices.gov.au](mailto:ACIR@humanservices.gov.au) or  
Visit your local Department of Human Services Centre
- Copy of your child's the latest school report
- If applicable, court orders or documentation showing the enrolling adult is the legal guardian
- If the student was not born in Australia, the following documents will also need to be provided:
  - Visa Grant Notice for all visas
  - Evidence of the date of entry into Australia
  - Passport or travel documents
  - Current visas and previous visas (if applicable)



# GENERAL ENROLMENT

## Expression of Interest Year..... 20...

<b>1. PERSONAL DETAILS</b> (PLEASE PRINT ALL DETAILS BELOW USING A BLACK OR BLUE PEN)			
Child's Legal Surname	Given names	Date of birth	Sex (M /F)
Residential Address (must be completed)			Postcode
Parent/Guardian 1 - First and Surname		Mr/Mrs/Ms	Relationship to Child
Residential Address (if same as student write As Above)		Home	Mobile
Parent/Guardian Email Address:			
Parent/Guardian 2 - First and Surname		Mr/Mrs/Ms	Relationship to Child
Residential Address (if same as student write As Above)		Home	Mobile
Are there any Family Court Orders regarding the day to day or long term care, welfare and development of the child? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>			
Year level child currently enrolled in (eg Yr 7)	Name of school at which the child is currently or was last enrolled:		
Are there any sibling's currently attending Ashdale Secondary College? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>			
Names and year levels: _____			
<b>2. PERMANENT RESIDENT OF AUSTRALIA?</b> Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>			
If no, please indicate date entered Australia: _____ VISA SUB CLASS No: _____			
<b>If the student was not born in Australia, the following documents will also need to be provided:</b>			
<input type="checkbox"/> Evidence of the date of entry into Australia <input type="checkbox"/> Passport or travel documents <input type="checkbox"/> Current visas / previous visas			
Depending on type of application (visa class of parent & dependent), different fees and enrolment processes may apply. School fees will either be international full-fees, local Australian fees or part of the full-fee rate.			
<b>The application process is through TAFE International Western Australia (TIWA):</b>			
Telephone: 9218 2100 Website: <a href="http://www.tafeinternational.wa.edu.au">http://www.tafeinternational.wa.edu.au</a>			
** Is your child currently under suspension from a school? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>			
** Has your child ever been excluded from a school? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>			
If yes, name of school: _____			
<b>3. LEARNING DIFFICULTY?</b>			
This information will assist the school principal when considering whether any specific or additional resources maybe required to assist the school with providing the best educational program for your child.			
Please outline the nature of your child's condition and attach any relevant documentation.			
Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> eg Dyslexia, Auditory Processing, ADHD/ADD etc			
_____			
_____			
_____			

**4. DISABILITY/MEDICAL CONDITION?**

This information will assist the school principal when considering whether any specific or additional resources may be required to assist the school with providing the best educational program for your child. Please indicate (√)

**Physical** YES  NO       **Intellectual** YES  NO       **Other** YES  NO       **Medical Condition** YES  NO

Please outline nature of disability/medical condition [Please attach any relevant documentation related to your child's disability/medical condition].

**5. EXPRESSION OF INTEREST: ASHDALE SECONDARY COLLEGE – INFORMATION & COMMUNICATION TECHNOLOGY (ICT) APPROVED SPECIALIST PROGRAM**

Does your child wish to apply for the ICT Approved Specialist Program?  
Please indicate (√)  YES  NO If yes, please complete additional Approved Specialist application form on the website.

**FORMS AVAILABLE FROM THE 12 MARCH 2018**

Approved Specialist Program applications for Year 7, 2019 students TO BE SUBMITTED BY Friday 13 April 2018.  
Applications after this date will still be considered.

**6. EXPRESSION OF INTEREST: PROGRAMS**

**Soccer and Netball Academies**

Subject to try outs. Further information is available on the College Website [www.ashdalesc.wa.edu.au](http://www.ashdalesc.wa.edu.au)

Soccer Academy Please indicate (√) YES  NO   
Netball Academy Please indicate (√) YES  NO

**7. INSTRUMENTAL MUSIC SCHOOL SERVICES (IMSS)**

Does your child currently participate in the IMSS Program?

Please indicate (√)  YES  NO If yes, does your child want to continue  YES  NO

If yes, please circle IMMS instrument: **Classical Guitar** **Flute** **Clarinet** **Trumpet** **Trombone** **Percussion**

**PRIVATE MUSIC TUITION**

Does your child currently learn an instrument/voice privately?  YES  NO

If yes, which instrument: \_\_\_\_\_

**BEGINNER INSTRUMENT/VOICE REQUEST (Year 7 entry only)**

Does your child want to BEGIN in the IMSS program?  YES  NO.

If yes, please circle the instrument; **Saxophone** **Brass** **Percussion** **Contemporary Guitar/Bass** **Voice**

**School Education Act 1999 – Enrolment conditions**

**SECTION 16. Information to be provided**

**16(2)** The principal may require documentary evidence to be provided in support of any information supplied by the applicant.

**20. Cancellation of enrolment**

1) The principal of a school may cancel the enrolment of a student at the school if the principal is satisfied that  
(a) The enrolment was obtained by the giving of false or misleading information.

**I declare that the information provided on this form is true. I also declare that this is the ONLY application I have made.**

Signature of parent/guardian \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only**

Admin Officer Sign: \_\_\_\_\_ Date: \_\_\_\_\_ Enrolment Form Given:  Yes  No

DP Sign: \_\_\_\_\_ Date: \_\_\_\_\_ Interview Date: \_\_\_\_\_

Accepted:  YES  NO Start Date: \_\_\_\_\_  
 3 x Proof of address  Birth certificate  Immunisation records  Latest school report  
 D/License or Passport  Copy of Visa