



STUDENT ENROLMENT FORM

The Student Enrolment Form should be completed if you wish to accept an offer of a place at our school. The student’s enrolment is complete once this form is submitted to the school with the necessary documentation.

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

Thornlie Senior High School

Year Level entering

STUDENT DETAILS

Student surname

Legal surname (if different)

Previous Surname (if applicable)

1st Name

2nd Name

3rd Name

Preferred Name

Date of birth (dd/mm/yy)

Gender

Male

Female

Other

Residential Address

Postcode

Telephone (Home)

Car Registration (if applicable)

Student’s Religion (if applicable)

Is the student to be withdrawn from religious instruction or activities?

YES

NO

STUDENT DETAILS (Continued)

Is the student of Aboriginal or Torres Strait Islander origin?

- No Yes, Aboriginal Yes, Torres Strait Islander (TSI) Yes, both Aboriginal and TSI

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)

What was the first language spoken at home?

Does the student mainly speak English at home? YES NO

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

SIBLING DETAILS

Full Name/s of siblings attending this school

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

RESIDENCY STATUS

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)

PREVIOUS SCHOOL

Previous School

If previously enrolled in Home Education, specify the Education Region

DISABILITY

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

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.

Does the family or student have a Health Care Card?

YES NO

If Yes, please provide card number

Expiry Date

 / /

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

Does the student receive any of the following allowances? (Check the boxes that apply)

Secondary Assistance Youth Allowance Assistance for Isolated Children (AIC) Abstudy

PARENT / CARER 1 DETAILS

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Date of birth (dd/mm/yy)	<input type="text"/> / <input type="text"/> / <input type="text"/>	Gender	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other
Postal Address <i>(if different from student residential address)</i>	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

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, other - please specify

(If more than one language, indicate the one that is spoken most often)

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

(If you did not attend school, mark '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

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 organisation, 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, 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. If you have not been in paid work in the last 12 month, enter '8'.)

PARENT / CARER 2 DETAILS

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Date of birth (dd/mm/yy)	<input type="text"/> / <input type="text"/> / <input type="text"/>	Gender	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Other
Postal Address (if different from student residential address)	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

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 2 speak a language other than English at home?

NO, English only YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 2 has completed?

- Year 12 or equivalent Year 11 or equivalent
 Year 10 or equivalent Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 2 has completed?

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

What is the occupation group for Parent/Carer 2?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

- 1.** Senior Management in large business organisation, 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, 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.
If you have not been in paid work in the last 12 month, enter '8'.)

OTHER FAMILY DETAILS

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:

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Postal Address <i>(if different from student residential address)</i>	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone (Home)	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

CONTACT 2:

Title	<input type="text"/>	First Name	<input type="text"/>
Surname	<input type="text"/>		
Relationship to the student	<input type="text"/>		
Postal Address <i>(if different from student residential address)</i>	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone (Home)	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

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. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

SCHOOL UNIFORM STATEMENT

Acceptance of enrolment at the school is deemed as an agreement between the parent/guardian, enrolling student and school that the student will comply with the School Uniform Policy.

In addition, see the School's policy on www.thornlieshs.wa.edu.au and the [Student's online policy, Department of Education](#).

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

 / /

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>
<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/production/ 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]. or 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/ industrial 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</p> <p>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.

GUIDELINES FOR ENROLMENT IN WEST AUSTRALIAN PUBLIC SCHOOLS

In Western Australia, children can start their education in Kindergarten, however compulsory schooling starts the following year in Pre-primary.

Who needs to enrol?

You need to apply to enrol your children in school for 2022 if they are:

- starting Kindergarten – 4 years old by 30 June 2022
- starting Pre-primary, the first year of compulsory school – 5 years old by 30 June 2022
- starting Year 7, the first year of secondary school
- changing schools.

Enrolments are now open. Contact your [local public school](#)¹ to apply to enrol.

All children of compulsory school age must be enrolled in school and attend every day – this is the law. All children must attend school up until they are 16 years old. Sixteen and 17 year olds must be enrolled in school or a training organisation, be employed or be in a combination of school/training/employment.

Every child from Pre-primary to Year 12 is guaranteed a place at their local public school.

You can apply to enrol your child in a public school which is not your local public school, however they are not guaranteed a place at that school.

Follow these easy steps to enrol your children

Step 1

Contact your [local public school](#)² for an application for enrolment form. The school can help you with your application.

Step 2

Submit your application for enrolment at your local school as soon as possible along with copies of:

- your child's birth certificate (telephone the Registry of Births, Deaths and Marriages on 1300 305 021 if you do not have one)
- your child's Immunisation History Statement (visit the [Department of Health](#)³ for instructions on how to obtain this statement)
- proof of your current address (eg recent accounts for electricity, water and telephone, bank details)
- copies of Family Court orders for confirmation of proof of name or custody arrangements.

Step 3

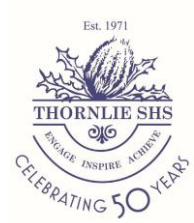
You will receive a letter from your local school either offering a place or indicating that no place is available.

Step 4

If you have an offer of a place and want to accept it, visit the school to complete the enrolment process.

Unsuccessful applications

If your child is unsuccessful in gaining places in a school outside your local-intake area you may need to reconsider enrolling them at your [local school](#)², where they are guaranteed a place.



Enrol your child if they are not an Australian citizen

Children who are not Australian citizens fall into one of four categories depending on their, or your, visa subclass number. You will need to provide evidence of your visa status at the time of enrolment and advise the school of any subsequent change of visa conditions.

Children granted a bridging visa will generally need to enrol under the conditions of their substantive visa.

1. **Category 1: Your child holds a permanent visa or is entitled to reside permanently in Australia**

Your child is guaranteed a place at your local public school and you do not need to pay tuition fees.

2. **Category 2: Your child holds a specified temporary residence visa**

Your child is guaranteed a place at their local public school and you do not need to pay tuition fees. For a list of visas in this category see Section 3 of the [Enrolment of Students from Overseas Schedule](#)⁸.

3. **Category 3: Your child is the dependent of a 457 visa holder or a 482 visa holder**

Your child is guaranteed a place at your their local public school, and you are required to pay an annual family tuition fee. Further information is available at [TAFE International Western Australia](#)⁹.

4. **Category 4: Your child is a temporary resident and does not fall into any of the above categories**

Your child is still able to enrol in a public school. However, they do not have an enrolment entitlement and are not guaranteed a place at their local public school. You will need to pay tuition fees for all children enrolled. To enrol, contact [TAFE International Western Australia](#)⁹.

Follow these easy steps to enrol your children:

Step 1

Contact your [local public school](#)² for an application for enrolment form. The school can help you with your application.

Step 2

Submit your application for enrolment at your local school as soon as possible along with copies of:

- your child's birth certificate (telephone the Registry of Births, Deaths and Marriages on 1300 305 021 if you do not have one)



- your child's Immunisation History Statement (visit the [Department of Health](#)³ for instructions on how to obtain this statement)
- proof of your current address (eg recent accounts for electricity, water and telephone, bank details)
- copies of Family Court orders for confirmation of proof of name or custody arrangements.

Step 3

You will receive a letter from your local school either offering a place (as per the [Regulations](#)⁴) or indicating that no place is available.

Step 4

If you have an offer of a place and want to accept it, visit the school to complete the enrolment process.