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| **OFFICE USE ONLY STUDENT #** | | | |
| Principal Interview |  | Paid Membership Fee ($50) |  |
| Completed Enrolment Application Form |  | Paid Acceptance Bond ($600) |  |
| Completed Conditions of Enrolment |  | Entered student details into Enrolment Register |  |
| Completed Fee Payment Agreement |  | Entered student details into MRX |  |
| Provided Birth Certificate |  | Provided student details to Bookkeeper |  |
| Provided Immunisation History Statement |  | Added student details to contact lists, roll etc. |  |

**Student Enrolment Application Form**

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| **STUDENT DETAILS** | |
| **Surname:** | |
| **First Name/s:** | **Middle Name/s:** |
| **Gender:** | **Date of Birth:** |
| **Residential Address:** | |
| **Postal Address:** (if different from above) | |
| **Home Phone:** | **Mobile:** |
| **Country of Birth:**  In which country was the student born?   * Australia * Other, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Citizenship:**  Is the student an Australian citizen?   * Yes * No |
| **Indigenous Status:**  Is the student of Aboriginal or Torres Strait Islander origin?   * No * Yes, Aboriginal * Yes, Torres Strait Islander * Yes, both Aboriginal & Torres Strait Islander | **Main Language other than English spoken at home:**  Does the student speak a language other than English at home?   * No, English only * Yes, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **APPLICATION DETAILS** | |
| **Name of current school (if applicable):** | |
| **Seeking enrolment for Grade:** | **Intended start date:** |
| **If seeking enrolment for Cycle 1, indicate which days you wish the student to attend:** M T W T F |  |
| **PARENT/GUARDIAN 1 DETAILS** | **PARENT/GUARDIAN 2 DETAILS** |
| **Relationship to the student:** | **Relationship to the student:** |
| **Surname:** | **Surname:** |
| **Given Name/s:** | **Given Name/s:** |
| **Home Phone:** | **Home Phone:** |
| **Work Phone:** | **Work Phone:** |
| **Mobile:** | **Mobile:** |
| **Email:** | **Email:** |
| **Address:** | **Address:** |
| **Occupation:** | **Occupation:** |
| **Highest level of School Education:**  Year 12 or equivalent  Year 11 or equivalent  Year 10 or equivalent  Year 9 or equivalent or below | **Highest level of School Education:**  Year 12 or equivalent  Year 11 or equivalent  Year 10 or equivalent  Year 9 or equivalent or below |
| **Educational qualifications.**  **What is the highest qualification completed?**  No non-school quali­fication  Certificate I to IV (including trade certifi­cate)  Advanced diploma/diploma  Bachelor degree or above | **Educational qualifications.**  **What is the highest qualification completed?**  No non-school quali­fication  Certificate I to IV (including trade certifi­cate)  Advanced diploma/diploma  Bachelor degree or above |
| **Main language other than English spoken at home:**   * English only * Other language, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Main language other than English spoken at home:**   * English only * Other language, please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Do you have a current WWCC number?**   * No * Yes, provide WWCC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   For verification, please provide your DOB: \_\_\_\_\_\_\_\_\_\_\_ | **Do you have a current WWCC number?**   * No * Yes, provide WWCC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   For verification, please provide your DOB: \_\_\_\_\_\_\_\_\_\_\_ |
| **NOTE:** *The school requests all parents wanting to attend excursions to have a current working with children check. There is no cost to apply as a volunteer. Apply online at:*  <https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check> | |
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| **EMERGENCY CONTACT 1 INFORMATION**  **Other than Parent/Carer** | **EMERGENCY CONTACT 2 INFORMATION**  **Other than Parent/Carer** |
| **Relationship to student:** | **Relationship to student:** |
| **Name:** | **Name:** |
| **Phone:** | **Phone:** |
| **MEDICAL INFORMATION:** | |
| **Disabilities, Medical Conditions, Illnesses, Allergies or Accidents:**  Does the student have any current physical, cognitive, social-emotional or sensory disabilities?   * No * Yes, please provide relevant documentation   Does the student have any serious medical condition or illness (including childhood illnesses)?   * No * Yes, please provide relevant documentation   Does the student have any known allergies?   * No * Yes, please provide relevant documentation | |
| **Dietary Considerations:** | |
| **Vaccination Status:**  *Schools are required to keep records of the vaccination status of children enrolled.*  Has the student been vaccinated?   * No * Yes, please provide vaccination history statement | |
| **CONSENT:** | |
| 1. If in time of accident or serious illness I/we cannot be contacted, I/we give permission for the Principal (or representative) to seek medical attention as required.    * No    * Yes 2. I/we give consent for my child to participate in walking excursions around the Bega township accompanied by the Class Teacher.    * No    * Yes 3. I/we consent to my child’s photo being used for the school website, Facebook and newspaper publicity, as well as on school brochures.    * No    * Yes | |

**Conditions of Enrolment**

Enrolment at Thomas More Christian Montessori (TMCM) School is subject to the following terms and conditions:

1. Upon receipt of a completed form, interviews with parents or guardians will be arranged.
2. Acceptance of students for enrolment at TMCM School will be solely at the discretion of the School.
3. A student’s enrolment will be effective from the date on which the student commences at the School.
4. Any health or educational difficulties need to be declared. Please include current report cards and relevant records. All documents will be treated confidentially.
5. A birth certificate and immunisation history statement should accompany the Student Enrolment Application Form.
6. Parents will agree to allow the child to share in the life and program of the School, including the activities related to the reading of Bible Stories.
7. Parents undertake to provide the child with all of the necessary equipment of a personal nature, that may be required to enable the child to benefit from the education offered.
8. Parents undertake to ensure that the child is always sent to School, neatly and in full school uniform.
9. The School may terminate enrolment at it’s discretion for failure to comply with these conditions or if the School fees that the programs being offered to a child are not appropriate for the child.
10. A parent or guardian may terminate enrolment in writing at least 7 days in advance and fees will be charged on a pro rata, term basis.
11. Payment of fees will be due at least seven days after the receipt of each term invoice.

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| * I/we hereby declare that the information provided by us is true and correct at the time of the application. * I/we agree to the Conditions of Enrolment above and understand that our failure to comply with any of the above may jeopardise my child’s enrolment. * I/we declare that we support the Thomas More Christian Montessori School’s Policies, Procedures and Codes of Conduct, which may be updated from time to time. | |
| **PARENT/GUARDIAN 1 SIGNATURE:** | **PARENT/GUARDIAN 2 SIGNATURE:** |
| **Signed:** | **Signed:** |
| **Print Name:** | **Print Name:** |
| **Date:** | **Date:** |