



Feed My Lambs John 21:15

Maitland Lutheran School

Enriching Education – Embracing Community

Application for Enrolment

This form is required to be completed and returned prior to or at your interview along with the following documents:-

- Birth Certificate or birth extract;
- Any Court orders related to custody arrangements;
- Documentation to support any special needs and considerations (in accordance with Section 3 of this form);
- Latest school report (if applicable);
- Entry VISA (if applicable).

Please ensure all sections are completed. If necessary, N/A (not applicable) should be used where appropriate. Failure to accurately complete all sections of the Application for Enrolment may result in the School's inability to accommodate your child's needs and may affect your child's continued enrolment.

OFFICE USE ONLY

Student Name: _____

Date of Entry _____ Term _____ Year Level to Enter: _____

Student Number (TASS database): _____ Parent Number: _____

Sports House Team: _____

Copy of Birth Certificate attached Yes / No

Copy of Court Order or other relevant information attached (if applicable) Yes / No

Documentation relating to Special Needs attached (if applicable) Yes / No

Forwarded information regarding School Card to Finance Officer Yes / No

Section 1: STUDENT DETAILS

Proposed Commencement Year _____ Term: _____ Year Level _____
Surname: _____ Given Name/s: _____
Preferred Name: _____ Gender: **M / F** DOB: _____
Street Address: _____ Suburb: _____ Post Code: _____
Postal Address (if different to above) _____
Aboriginal or Torres Straight Islander **YES / NO** Country of Birth: _____
Date of Arrival to Australia if born o/s _____ Australian Citizen **Y / N** (If N - visa status) _____
Home Language _____ Religion/Denomination _____
Current School: _____ Since / / Current Yr Level _____
Previous School / Pre School: _____ From: _____ To: _____
Other children in the Family:
Name: _____ M / F DOB: / /
Name: _____ M / F DOB: / /
Name: _____ M / F DOB: / /

Is the student eligible under the Government Assistance School Card Scheme? **Yes / No**

Child Lives with: Both Mother & Father / Mother only / Father only / Guardianship / Other: _____

Section 2: FAMILY DETAILS | PARENT / GUARDIAN 1

Mr / Mrs / Ms / Miss / Dr Family Name: _____ Given Name: _____
Relationship to Child (father/mother/guardian etc): _____ Marital Status: _____
Family Court or other relevant Court Orders **Y / N** (if yes a copy must be provided)
Street Address: _____ Post Code: _____
Postal Address: _____ Post Code: _____
Telephone (Mobile): _____ Telephone (Work): _____
Home Email (fees statement will be forwarded): _____
Aboriginal or Torres Straight Islander **Y / N** Country of Birth: _____
Date of Arrival to Australia (if born o/s): / / Australian Citizen **Y / N** (if N - Visa status) _____
Home Language: _____ Religion / Denomination: _____
Occupation: _____ Employer: _____
Old Scholar **Y / N** (if yes, year of graduation) _____

FAMILY DETAILS | PARENT / GUARDIAN 2

Mr / Mrs / Ms / Miss / Dr Family Name: _____ Given Name: _____

Relationship to Child (father/mother/guardian etc): _____ Marital Status: _____

Family Court or other relevant Court Orders **Y / N** (if yes a copy must be provided)

Street Address: _____ Post Code: _____

Postal Address: _____ Post Code: _____

Telephone (Mobile): _____ Telephone (Work): _____

Home Email (fees statement will be forwarded): _____

Aboriginal or Torres Straight Islander **Y / N** Country of Birth: _____

Date of Arrival to Australia (if born o/s): / / Australian Citizen **Y / N** (if N - Visa status) _____

Home Language: _____ Religion / Denomination: _____

Occupation: _____ Employer: _____

Old Scholar **Y / N** (if yes, year of graduation) _____

Section 3: INFORMATION ABOUT THE STUDENT

The following information is requested by Maitland Lutheran School to assist to establish the educational, social and emotional needs of the child. This will enable the School to consider how it can best meet the child's needs.

Does your child:

- Have any of the following conditions or considerations:-

Intellectual

Autism / Aspergers

Vision

Hearing

Physical

Non-verbal learning disorder

Social / emotional

ADHD

Learning difficulty

Speech

Dyslexia

Other medical condition / disability (please specify: _____)

- Received any reports associated with diagnosis of any conditions? **Y / N** If Yes, please provide copies
- Require any extra routine health support (including medication management (eg Allergies / Asthma), psychiatric issues)? _____. Full details to be supplied on the Medical Information Form completed later.
- Receive support from external organisations (including tutors, psychologist, physiotherapist, speech pathologist, occupational therapist)? If Yes give details below and provide reports or assessments.

- Receive specialist classroom support? **Y / N** If Yes, please provide details.
- Participated in a learning enrichment program (eg. Gifted and talented, academically accelerated)? **Y / N** If Yes, please provide details

The School may require further information and documentation to support any of the above.

Section 4: INFORMATION PRIVACY STATEMENT

The primary purpose of collecting information in this Application for Enrolment is to assist the School to provide an education for your child. Maitland Lutheran School is committed to respecting the privacy and confidentiality of all personal and sensitive information provided.

The School, from time to time, discloses personal and sensitive information to others for administrative and educational purposes and to discharge its duty of care. This includes disclosing information to Lutheran Education Australia, Lutheran Education SA / NT / WA, other schools, government departments, outside organisations who are engaged for camps / excursions, medical practitioners, specialised visiting teachers, sport coaches and volunteers.

Further information about the School's collection of information and its use may be found in its Student Enrolment Collection Form on the Schools website mls.sa.edu.au located under the heading Forms and Policies.

Section 5: TERMS AND CONDITIONS OF ENROLMENT

In enrolling my / our child at Maitland Lutheran School, I / we agree to the following:

1. that this Application for Enrolment applies for the duration of my / our child's time at Maitland Lutheran School;
2. to follow the Christian ethos of the School and comply with all School rules and policies, as amended from time to time, and available on the school's website (www.mls.sa.edu.au);
3. to support the teachers and staff of the School in a positive manner and encourage my / our child in matters pertaining to School life;
4. that I / we are jointly and severally liable for payment of all fees and other costs invoiced to me / us that are associated with the education of my / our child. Each year, the School shall publish its fees and charges, including payment options, for the coming year;
5. in the event of default of payment of any amounts due to the School, all outstanding amounts will immediately become due and payable. The School may then refer the account to a debt collection agency. In this instance, I / we understand that I / we will incur additional fees which may include debt collection fees and legal fees and I / we expressly agree to be liable for and reimburse the School the whole amount of such expenses on an indemnity basis;
6. an enrolment may be terminated by me / us at any time, however, one term's notice is required in writing to the Principal. Should one term's notice not be provided, then one quarter of the annual tuition fee will be payable in lieu of notice. Any discounts that may have applied to the enrolment will be rescinded and the full fee will be payable;
7. an enrolment may be terminated by the School in the event of a breach of these enrolment terms and conditions and / or School policies. Any misleading or intentionally inaccurate information in this Application for Enrolment shall also be grounds for the School to terminate an enrolment. In the event that any breach is committed by my / our child or by me / us of School policies, including conduct which brings into disrepute the reputation of the School, written notice of termination will be provided. I / we will remain liable for any outstanding fees and charges despite the termination of the enrolment;
8. the School does not accept liability for damage or loss of any personal possessions of my / our child and that insurance for any personal possessions is my / our responsibility;
9. update the School in writing in the event that any of the information provided in this Application for Enrolment changes. This must be done at the earliest opportunity and includes, but is not limited to, updating parent / guardian contact details, student information and any relevant family circumstances.

I / we acknowledge that the information provided in this Application for Enrolment is true and correct and I / we have read, understood and agreed to all of the terms set out above:

Print name of Parent 1 / Guardian 1: _____ Date: / /

Signature of Parent 1 / Guardian 1: _____

Print name of Parent 2 / Guardian 2: _____ Date: / /

Signature of Parent 2 / Guardian 2: _____

Thank you for your Application for Enrolment. To complete the enrolment process you are required to attend an official interview with the Principal. Please contact Carolyn in the office to arrange an interview.

An enrolment deposit of \$100 (per family) is required to be paid and can be done by phoning the school office with your credit card details or direct deposit to
Acct Name: Maitland Lutheran School, BSB: 105 040 Acct # 039111240 using your surname and "enrol dep" as the reference.

If you have any questions please do not hesitate to contact the school on (08) 8832 2288.

Completed forms should be forwarded to:
Maitland Lutheran School
23 Clinton Road
Maitland SA 5573
Ph: 08 88322288
carolyn.field@mls.sa.edu.au



"Feed My Lambs" John 21:15

Maitland

Lutheran School