



MORLEY SENIOR HIGH SCHOOL

ENROLMENT FORM

SURNAME	
FIRST NAME	
ENROLLING YEAR LEVEL	

Please note:

- A parent or legal guardian applying to enrol a child in a government school should complete this Application for Enrolment form.
- Only permanent residents of Australia and those children holding an approved visa sub-class number are eligible to be enrolled in a government school.
- Only students under the age of eighteen years of age can be enrolled and must be accompanied by a parent(s) or legal guardian. Out of area enrolments may be accepted if places are available.
- 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.

The Principal of the school may cancel the enrolment of an enrolled student if the Principal is satisfied that:

- The enrolment includes false or misleading information; or
- The Principal has received notification of changes to any of the following:
 - Usual place of residence
 - Court orders pertaining to the child
 - Details of any conditions of the child that may call for special steps to be taken
 - Legal Guardian of the child

Morley Senior High School is a local intake school. A map of this area is available on 'Schools online' or the school website www.morleyshs.wa.edu.au. A child whose usual place of residence is within the local intake area is guaranteed enrolment (subject to required documentation). If your child has gained enrolment from outside the local intake area, this does not guarantee their siblings enrolment in the school. An older sibling currently enrolled in the school does not guarantee a placement in the school for a younger sibling.

The information provided on this form will be stored securely in local school and Departmental databases. The management of these databases is governed by State and Department policies to ensure security, privacy and confidentiality. The Department of Education's *Information Privacy and Security policy* preclude this information from being used for any purpose other than:

- to determine whether your application for enrolment 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

OFFICE USE ONLY

RECEIVED BY		DATE
ENTERED BY		DATE
CHECKED BY		DATE
IN AREA	OUT OF AREA	SPECIALIST PROGRAM
COMMENCEMENT DATE		

STUDENT DETAILS

<i>Surname</i>	<i>Legal Surname (if different)</i>	<i>Previous Surname (if applicable)</i>
<i>First name</i>	<i>Second name</i>	<i>Preferred Name</i>
Date of birth	Gender Male Female Indeterminate Intersex	
Residential Address		
	Suburb	Postcode
Contact Phone Numbers		
	<i>Home</i>	<i>Student's Mobile (if applicable)</i>
SCSA Number (if known)		
Student USI Number (if known)		

CUSTODY/GUARDIANSHIP

Who does the student live with?	<input type="checkbox"/> Both parents	<input type="checkbox"/> One Parent	<input type="checkbox"/> Neither parent
	If Neither parent, please specify		
If there is a shared custody arrangement show the percentage split as determined by Centrelink.	Mother %	Father %	Other %
	<i>(This information must be included)</i>		
As the enrolling parent, Parent/Guardian 1 (PG1), I acknowledge that I am responsible for the Charges and Contributions. If PG1 is not responsible for the Charges and Contributions, a written statement is required from the Parent/Guardian accepting responsibility.			
Signature			DATE
Do both parents require copies of emails / SMS messages? <input type="checkbox"/> YES <input type="checkbox"/> NO			

EMERGENCY CONTACTS

<i>Name</i>	<i>Contact Number</i>	<i>Relationship to student</i>

CONFIDENTIAL

Is the student subject to any court orders in respect of their care, welfare and development? NOTE: supporting documentation must be provided to the school.	YES	NO
Is the student in the care of the Department for Child Protection and Family Support's (CPFS)	YES	NO
<i>Name of the CPFS Case Manager</i>	<i>CPFS District</i>	<i>Contact phone number</i>

PARENT/GUARDIAN DETAILS

	PARENT/GUARDIAN 1		PARENT/GUARDIAN 2	
Title	MR	MRS	MR	MRS
	MISS	OTHER	MISS	OTHER
First Name				
Surname				
Relationship to student				
Address (if different to student)				
Mobile Number				
Work Number				
Email (must be provided)				
What language do you speak at home?				

PARENT/ GUARDIAN OCCUPATION HISTORY

What is the highest year of primary or secondary school completed?	Year 12 or equivalent	Year 12 or equivalent
	Year 11 or equivalent	Year 11 or equivalent
	Year 10 or equivalent	Year 10 or equivalent
	Year 9 or equivalent or below	Year 9 or equivalent or below
What is the level of the highest qualification completed?	Bachelor's degree or above	Bachelor's degree or above
	Advanced diploma / Diploma	Advanced diploma / Diploma
	Certificate I to IV (including trade certificate)	Certificate I to IV (including trade certificate)
	No-school qualification	No-school qualification
What is your occupation group?	GROUP 1 – Senior management in large businesses; government administration and defence qualified professionals	GROUP 1 - Senior management in large businesses; government administration and defence qualified professionals
	GROUP 2 - Other business managers, arts/media/sportspersons and associate professionals	GROUP 2 - Other business managers, arts/media/sportspersons and associate professionals
	GROUP 3 - Tradesperson, clerks and skilled office, sales and service staff	GROUP 3 - Tradesperson, clerks and skilled office, sales and service staff
	GROUP 4 - Machine operators, hospitality staff, assistants, labourers and related workers	GROUP 4 - Machine operators, hospitality staff, assistants, labourers and related workers
	GROUP 8 - If you have not been in paid work in the last 12 months	GROUP 8 - If you have not been in paid work in the last 12 months

IMMUNISATION

Please verify your child's immunisation status.	COMPLETE
	NOT COMPLETE
	NOT IMMUNISED

NB: In the event of an outbreak of Measles, Mumps, Rubella, students not immunised may be required to remain at home. Learning Programs will be supplied on Connect.

ADDITIONAL INFORMATION

What is the Student's country of birth?		Date entered Australia (if not born here)	
What is the Student's first language?			
Is this the language spoken at home?	YES	NO	
What is the Student's religion?			
Is the student	of Aboriginal origin?	YES	NO
	of Torres Strait Islander origin?	YES	NO
	an Australian citizen?	YES	NO
	A permanent resident?	YES	NO
VISA DETAILS (if applicable)	VISA GRANT NUMBER		
	VISA SUB CLASS NUMBER		
	VISA EXPIRY DATE		
	PASSPORT NUMBER		

EDUCATIONAL HISTORY

Please indicate the last school attended				
Has the student been diagnosed with any of these learning difficulties?	<input type="checkbox"/> Dyslexia	<input type="checkbox"/> Dyscalculia	<input type="checkbox"/> ADD	
	<input type="checkbox"/> Dysgraphia	<input type="checkbox"/> Auditory Processing	<input type="checkbox"/> ADHD	
	<i>Copies of the diagnosis documentation will be required.</i>			
Has your child been diagnosed with any other learning difficulty which might impact on them at school?	<i>Please give details</i>			
	<i>Copies of the diagnosis documentation will be required.</i>			
Has the student been diagnosed with any sort of disability?	YES	NO		
<i>Please give details</i>				
	<i>Copies of the diagnosis documentation will be required.</i>			
Does the student have any disability funding?	YES	NO		
<i>Please give details</i>				
	<i>Copies of the funding documentation will be required.</i>			
Has the student had any of the following to assist their education in a previous school/s.	INDIVIDUAL EDUCATION PLAN	BEHAVIOUR MANAGEMENT PLAN	RISK MANAGEMENT PLAN	MEDICAL PLAN
Does the student receive Education Assistant support?	YES	NO		
<i>Please give details</i>				
	<i>Copies of previous IEPs will be useful to assist transition.</i>			

SIBLINGS

Full name of siblings attending Morley SHS		Year
		Year
		Year
		Year
		Year

SPECIALIST SUBJECT CHOICES

Please select a language for study in Years 7 – 9.	JAPANESE		CHINESE
<i>NB: All students at Morley Senior High School must study a language in Years 7, 8 and 9. The language they study will be the one selected at the beginning of Year 7. Students do not necessarily have to continue with their Primary School language.</i>			
Do you wish to apply for our music program?	YES		NO
Is the student a current Instrumental music School Student?	YES	NO	<i>Specify Instrument:</i>
Does the child currently take private lessons?	YES	NO	<i>Specify Instrument:</i>
Have you received acceptance into Aviation or Screen and Media specialist programs	YES	NO	<i>Specify program:</i>

PERMISSIONS

I give permission for my child's name, address, date of birth and photograph to be released to the Public Transport Authority – Transperth for the purpose of my child obtaining a Student Smart Rider Card for school purposes. In order to issue the card Morley Senior High School will release the student name, date of birth, a photograph and SCSA student number to the PTA. The PTA must comply with the privacy requirements for the public sector and as such, will only be using the information provided by the school for the issuance of the concession card.

NB: This card will also be used to access our electronic attendance system and is always required to be carried by the student.

I give permission for my child to view PG rated media (in Years 7 – 12) and MA rated media (Year 10 – 12) in class as deemed suitable for educational purposes by teachers and school administration.

I give permission for my child's name and photograph to be published in Morley Senior High School media areas such as promotional material, school related internet websites and newsletters etc.

NB: I understand that while the school and Department of Education will only use my child's information for the above-stated purposes, the internet is accessible by any person worldwide. I understand that my child's information can be accessed, copied and used by other parties via the Internet. I understand the school and the Department of Education have no control over this and that I can withdraw this permission at any time, which will not affect any information already published.

Full name of person enrolling the student	
Relationship to the Student	
Parent/Guardian signature	
Student signature	
Date	

STUDENT COMPUTER NETWORK ACCESS AND ACCEPTABLE USE AGREEMENT

As a student at Morley Senior High School, the student accepts personal responsibility for the following:

1. I agree to use both the computers and the internet appropriately and only under the supervision of a teacher.
2. I agree to only use the internet for curriculum related purposes (i.e. no games, no 'cheat sheets', no 'chat lines', no recreational browsing).
3. I agree to adhere strictly to copyright regulations for sites visited.
4. I agree to accept personal responsibility for reporting any misuse of the network to the class teacher. i.e. any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language or alteration of computer settings.
5. I will obey Section 440A of the Commonwealth Crimes Act and the Cyber Crimes act 2001 which states that a person shall not knowingly or recklessly use a telecommunication service supplied by a carrier to harass or menace another person, or use in a manner which would be regarded by another person as offensive.
6. I agree to use appropriate language when communicating on the internet (e.g. no swearing, use of vulgar or other inappropriate language at any time).
7. I agree not to reveal my personal address or phone number or the addresses and phone numbers of others.
8. I understand that if I exceed my allocation for printing and internet downloads, I may have my account suspended. I may purchase additional allowances at the rate set by the school.
9. I will not use another student's account.
10. I will not share my password with another student or person.

I am aware that I have a responsibility to adhere to the above and understand that any violation of this agreement will result in disciplinary action, withdrawal of internet access and possible LEGAL ACTION.

Student signature	
Date	

STUDENT COMPUTER NETWORK ACCESS AND USE – PARENT AGREEMENT

I give permission for my child to have an online services account. For full terms and conditions, please refer to our website under the "**Students and Parents**" tab.

I understand and agree that my child has responsibilities when using the online services provided at school for educational purposes, in accordance with the Acceptable Use Agreement for school students. I also understand if my child breaks any of the rules in the agreement the Principal may take disciplinary action in accordance with the Department's Student Behaviour Policy and Procedures.

Note: While every reasonable effort is made by schools and the Department of Education to prevent student exposure to inappropriate online content when using the Department's Online Services, it is not possible to completely eliminate the risk of such exposure. The Department cannot filter internet content accessed by your child from home or from other locations away from the school. The Department recommends the use of appropriate internet filtering software at home. This includes the use of mobile phones.

Parent/Guardian signature	
Date	

FINAL CHECK LIST

HAVE YOU PROVIDED THE FOLLOWING COMPULSORY DOCUMENTS

Proof of Residence

Rates Notice OR copy of **Current Lease Agreement** (with a minimum of 12 months tenancy from a registered Real Estate Agent).

most recent **Electricity Account**

Plus ONE of the following

most recent **Utility account**

most recent **Bank Statement**

Centrelink / My Gov correspondence proving address

Copy of full Birth Certificate or Passport

Copy of Australian Childhood Immunisation record (ACIR)

Please note: MUST NOT BE MORE THAN TWO MONTHS OLD

Most recent school reports

Most recent NAPLAN (Yrs 7 – 9) or OLNA (Yrs 10 – 12) report

Health Department high school health record

Form 1 – Student Health care summary

Supporting documentation for learning and other diagnosed disabilities (if applicable)

Visa Documentation and Visa grant number (if applicable)

Court orders / VRO / and relevant custody documents / access restrictions (if applicable)

DECLARATION – Please read carefully and sign

1. I declare that the information provided on this form is true. I understand that if false information is provided, the enrolment of my child at Morley Senior High School can be terminated.
2. I have informed the school of any disabilities, medical conditions or special educational needs of my child.
3. I will support the School's Behaviour Management Policy, Mobile Phone Policy, Morley Senior High School Dress Code Policy and the Computer and Internet Policies.
4. I understand that the school is not liable if any of the personal devices are lost or stolen.
5. My child is not currently under suspension at, nor excluded from, another school.
6. I understand that in the event of an emergency, or a practice evacuation, it may be necessary to move students outside the perimeter of the school, under the direct supervision of staff members.
7. I agree to provide a reason when my child is absent from school.
8. My child and I agree to abide by all Morley Senior High School Policies and guidelines (copies available upon request).

As a condition of enrolment, my child (as advised on this application) and myself (the parent/carer) declare we have read and agree to the above.

Full name of person enrolling the student	
Relationship to the Student	
Parent/Guardian signature	
Student signature	
Date	

OFFICE USE ONLY

Has the Parent /Guardian read and signed the Enrolment Form

Has the student read and signed the Enrolment Form