



**GOLDEN GROVE LUTHERAN  
PRIMARY SCHOOL**

**Believe. Collaborate. Achieve.**



# Enrolment Application

## Our Mission Statement

To provide a program of education which is comprehensive and contemporary, embeds lifelong values, and encourages global citizenship, within an inclusive Christ centred community.



*... in our community all people matter*

OFFICE USE ONLY		
Family name		Student name
Date received / /	Acknowledgement sent / /	Interviewed / /
Offer given / /	Offer accepted / /	Deposit paid / /
To begin	In term	Year level

FAMILY DETAIL		Parent/Guardian 1				Parent/Guardian 2			
Title		Mr Mrs Ms Miss Dr (Please circle)				Mr Mrs Ms Miss Dr (Please circle)			
Family name									
Given name									
Telephone numbers	home/work	h		w		h		w	
	fax/mobile	f		m		f		m	
email									
Residential address									
			Post code				Post code		
Postal address									
			Post code				Post code		
Usual occupation									
Employer									
If not employed, do you receive a government benefit?		Yes		No		N/A		(circle one)	
Country of birth									
Date of arrival in Australia (if applicable)									
Home language									
Religion									
Present place of worship									
Relationship to child (father, mother, foster parent, etc.)									
Child resides with									
Marital status   Married <input type="checkbox"/> Single parent <input type="checkbox"/> Separated <input type="checkbox"/> Defacto <input type="checkbox"/> Other <input type="checkbox"/>									
Family court or other relevant court order      yes              no (circle one) (if yes, you should provide a copy of that order to the school)									
STUDENT DETAIL									
Family name									
Given name/s					Preferred name				
Address						Postcode			
Male / Female (Circle)	Birthdate:    /    /		Start date:				Year level		
Home languages – main					other				
Country of Birth				If born overseas – date of arrival in Australia      /    /					
Religion				Present place of worship					
Is this student an Australian citizen              Yes <input type="checkbox"/> No <input type="checkbox"/>									
If no – under what visa are they residing in Australia									
Is this student of Aboriginal or Torres Strait Island origin? For persons of both Aboriginal and Torres Strait Islander origin, mark both 'yes' boxes.' <input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal <input type="checkbox"/> Yes, Torres Strait Islander									
Most recent schools and pre-schools (include Kindergarten up to present time)									
1				From    /    /			to      /    /		
2				From    /    /			to      /    /		
3				From    /    /			to      /    /		

OTHER CHILDREN IN THE FAMILY	M / F	D of B	School attending	Yr level

## SPECIAL STUDENT NEEDS AND CONSIDERATIONS

- (a) Does your child have any learning difficulties? Yes/No
- (b) Has your child attended any specialised agencies, special schools, units or centres? Yes/No
- (c) Does your child have any special needs or considerations?  
(Disabilities, impediments, allergies, restrictions on physical activity) Yes/No
- (d) Does your child require any special provisions to be made by the school  
(eg medication, disabled access etc) Yes/No
- (e) Does your child have any long-term infectious diseases? E.g., Hepatitis, HIV, Tuberculosis Yes/No
- (f) Do you give consent for the school to call your previous school, kindergarten or childcare Yes/No
- (g) Has your child ever been suspended or expelled from a school or early childhood service? Yes/No

If YES to any of the above questions, please give details, using attachments if necessary.

## Please provide a copy of the following documents with this application

- ☐ A copy of the birth certificate or extract from it
- ☐ Latest school report and/or reference from previous schools (If applicable)
- ☐ Baptismal Certificate (If applicable)
- ☐ Any court order or related information regarding custody of child (if applicable)
- ☐ Documentation relating to special needs (any reports, action plans, assessments, etc if applicable)

## RELEASE OF INFORMATION

- The school respects the privacy of personal and sensitive information regarding your family. The school collects personal information, including sensitive information about the student and parent(s) or guardian(s) before and during a student's enrolment at the school. The primary purpose of collecting this information is to enable the school to provide schooling for your child.
- In situations where parents are separated, it is the policy of the school to release school reports to the mother and father of the student upon request. It is also our policy to allow both the mother and father to attend parent/teacher interviews upon request. However, the school will abide by any court orders which prevent the release of such information.
- Some of the information the school collects is to satisfy the school's legal obligations, particularly to enable the school to discharge its duty of care.
- Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We may ask you to provide medical information or medical reports about your child from time to time.
- The school from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes to other schools, government departments, Lutheran Education Australia, Lutheran Schools Association SA/NT/WA, Golden Grove Lutheran Church, your own local denominational congregation or parish, medical practitioners, dental clinic, and people providing services to the school including specialist visiting consultants and, sports coaches and volunteers.
- In the event of default of payment of fees, the school may refer the default to a debt collection agency. If this occurs, personal information will be disclosed to the agency, and you will be responsible for the collection costs.
- The school from time to time is required to disclose personal and sensitive information in order to comply with the law or to report matters to the relevant persons or authorities.
- If we do not obtain the information referred to above, we may not be able to enrol or continue the enrolment of your child.
- Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information such as academic and sporting achievements, student activities and other news is published in the school newsletter, magazine, contact book, school promotional material, newspapers, TV, special events, and our website.
- Parents or guardians may seek access to personal information collected about them and their child by contacting the school. However, there will be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the school's duty of care to the student, or where students have provided information in confidence.
- As you may know the school from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. We will not disclose your personal information to third parties for their own fundraising purposes without your consent.
- If you provide the school with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the school and why, that they can access that information if they wish and that the school does not usually disclose the information to third parties.

## PARENT/GUARDIAN DECLARATION

13. In enrolling my child at this school, I/we accept that she/he will be educated in the Lutheran faith within a Christian educational environment.
14. I/we accept that support of school staff and cooperation concerning school activities is essential.
15. I/we accept that we will abide by school policies as amended from time to time.
16. I/we accept that participation in all curricular and extra-curricular activities prescribed as part of the learning program is compulsory.  
Eg: camps, excursions etc.
17. I/we accept that the school reserves the right to suspend or expel a student for serious or continued breaches of school rules, regulations and/or policies, including conduct which brings into disrepute the good name and reputation of the school.
18. I/we accept the standards the school sets regarding grooming, uniform and personal presentation.
19. There is an expectation that parents give the school one terms notice in writing that their child/ren will not be continuing their enrolment. For students who leave the school without the required notice one terms fees excluding fee discounts or concessions will be deemed due and payable.
20. I agree that I am/we agree that we are both jointly and severally liable for the payment of all fees charged by the school, including any costs incurred in the recovery of such fees, should the need arise.
21. I/we give consent for the school to contact any other schools which my child has previously attended for the purpose of ascertaining my/our fee-paying record.
22. I/we accept that the school does not accept liability for damage or loss of any personal possessions of students and that insurance for students' personal possessions is my responsibility.

Please state your reasons for choosing Golden Grove Lutheran Primary School for your child's education.

Any other family circumstances of which you wish to advise the school.

How did you hear about our school?

Recommended by others ☐ Open Day ☐ Website ☐

Social Media ☐ Other ☐

Explain other

I acknowledge and accept all of the above terms and conditions (clauses 1-22)

I declare that all of the information provided in this application is, to the best of my knowledge, true and correct.

(Both  
parents/guardians to  
sign)

Father/Guardian

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Mother/Guardian

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE NOTE:** For your application to be considered ALL sections must be correctly completed. If you have any questions, please do not hesitate to contact the school before returning the form.

Completed Enrolment Application forms should be forwarded to:

The Principal  
PO Box 1371  
Golden Grove SA 5125