

WELCOME TO THOMAS MITCHELL PRIMARY SCHOOL

May we take this opportunity to thank you for your decision to enrol your child here at Thomas Mitchell Primary School.

Attached is our school enrolment form. The Department of Education & Early Childhood Development requires the collection of this information for all students in all schools. Particularly, information noted with a ❖ is a requirement of the Commonwealth Government. We do apologise for the depth of information requested, and the time required to complete it. A School Enrolment Privacy Notice is enclosed to assure you of our best intentions regarding the collation and treatment of the data you provide. Please take the time to read this.

Please bring the following documents with you when you submit the completed enrolment form(s):

ENROLMENT FORM

If your child resides with one of both parents at all times, only the primary family details form requires completion, (as part of the enrolment forms) OR If your child resides with one parent most times, and another parent on other occasions, please ensure you have both the "Primary" and "Alternative" forms for completion.

Ensure correct notation of ➤ *Living arrangements and* ➤ *Language/s spoken at home*
Schools may receive additional funding as a result of the data provided.

ORIGINAL COPY OF BIRTH CERTIFICATE

Bring in your originals for us to photocopy and attach to your child's enrolment. Please note your child will be provisionally enrolled at our school if this document is not provided. This documentation is mandatory to any student enrolment.

SCHOOL ENTRY IMMUNISATION CERTIFICATE

This is provided by the Australian Childhood Immunisation Register. Alternatively you can go to Medicare with your card and they will reproduce an immunisation certificate for you or you can also go online to www.medicareaustralia.gov.au and print a certificate yourself. A flyer is enclosed explaining the school entry immunisation certificate.

PASSPORT AND VISA (IF BORN/LIVING OVERSEAS)

Bring in your originals as we will copy and certify the copy at this time.

CUSTODY RESTRICTION PAPERS IF APPLICABLE

It is essential the school has relevant and up to date information regarding access or restrictions at all times.

MEDICAL INFORMATION IF APPLICABLE

If your child has a medical condition please provide us with as much information as practical. This will assist the school in determining any additional practices in the event of your child becoming ill at school.

Of course, if you require assistance completing any of the information enclosed please contact our school office. The staff will be pleased to assist you. We look forward to seeing you and your child again soon.

DIGITAL TECHNOLOGY, ONLINE SPACES & ELECTRONIC MEDIA AGREEMENT FORM

Please complete and return the signed Digital Technology agreement form with your enrolment papers. Please note if your child is unable to sign the consent form please write (*unable to sign*) in the student signature section.

HEADLICE / PUBLICITY CONSENT FORMS

Please complete and return the signed consent forms with your enrolment papers.