

St John Bosco's Primary School Enrolment Form 2026



St John Bosco's is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS). This form is informed by the St John Bosco's Enrolment Policy. Lodging this form does not guarantee enrolment at the school. Confirmation of an enrolment requires the acceptance of Enrolment Agreement, Parent/Guardian/Carer Code of Conduct, and Student Code of Conduct if an offer of enrolment is made

Please ensure all relevant information is attached to this Enrolment Form when submitting. Please see the Parent/Guardian/Carer documentation checklist at the end of the form.

DUE DATE: Friday 28th March 2025

STUDENT DETAILS

Surname:								
Given name/s:					Prefer	red name:		
Does the stud	Does the student have a sibling at this school?			Yes		No 🗌		
STUDENT CC	NTACT	Г 1 (Р/	ARENT 1/GUA	RDIAN 1/C	ARER 1)			
Title: (Dr./Mrs./Ms./Mx.)		Surname:			Given name:			
House Numb	er:		Street Name	:				
Suburb:					State:		Postcode	:
Telephone:	Home	e:		Work:			Mobile:	
SMS messag	ing: (fo	r eme	rgency and ren	ninder purp	oses)	Yes	s 🗌	No 🗌
Email:								
Relationship	to stud	ent:						
Government Requirement		Occupation:			(Select fro	m list o	pation ground foccupation ool Family	
Religion: (inc.	lude rite	e)						
Country of birth: Australia Other (please specify):								
Aboriginal or Torres Strait Islander origin: No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander ☐								
Nationality:					Ethnicity if in Australia		rn	
Visa subclass	s:				Visa expiry	:		
			·					

		e evidence of v o visa or citizer				ent of Home Affairs,
	Do you speak a language other than English at home? Note: Record all languages spoken					
1/Guardian 1/0	What is the highest year of primary or secondary school Student Contact 1 (Parent 1/Guardian 1/Carer 1) has completed? (Persons who have never attended secondary school, tick Year 9 or below)					
Year 9 or below Year 10 or equivalent			nt `	∕ear 11 or equiv	/alent	Year 12 or equivalent
What is the le		nighest qualifica	ation St	udent Contact	1 (Par	ent 1/Guardian 1/Carer 1)
No post-school qualification	(inc	tificate I to IV rluding trade tificate)	-	Advanced diploma/Diploma	a	Bachelor degree or above
STUDENT CO	NTACT 2 (I	PARENT 2 /GUA	ARDIAN	2/CARER 2)		
Title: (Dr./Mr./Mrs./M	ls./Mx.)	Surname:			Give name	
House Numbe	er:	Street Name:				
Suburb:				State:		Postcode:
Telephone:	Home:		Wor k:			Mobile:
SMS messagii	ng: (for em	ergency and ren	ninder p	urposes)	Ye	s No 🗌
Email:						
Relationship t	o student:					
Government Requirement	Occup	ation:		What is the or (Select from list in the School H Index)	st of oc	ccupation groups B
Religion: (inclu	ude rite)					
Country of birth: Australia Other (please specify):						
Aboriginal or Torres Strait Islander origin: No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander ☐						
				city if not born stralia:	1	
Visa subclass	:		Visa	expiry:		
Please provide up to date evidence of visa status from the Department of Home Affairs, including any changes to visa or citizenship as soon as notified						
Do you speak a language other than English at home? Note: Record all languages spoken						

What is the highest year of primary or secondary school Student Contact 2 (Parent 2 /Guardian 2/Carer 2) has completed? (Persons who have never attended secondary school, tick Year 9 or below)						
Year 9 or below	Year 10 or ed	quivalent	Year 1	1 or equiva	alent	Year 12 or equivalent ☐
What is the level of the has completed?	highest qual	ification Stu	ident C	Contact 2 (Parent 2	2/Guardian 2/Carer 2)
No post-school qualification	Certificate I to (including tracertificate)		Advandiplom	ced a/Diploma		Bachelor degree or above
STUDENT DETAILS						
Surname Given			Dro	eferred		
name/s:			nar			
Entry year (YYYY):			Ent lev	try el/grade:		
Date of birth:	Rel rite)	igion: (includ)	de			
Home Address:						
M (Male):	F (F	Female):		Χ (elf identif (Indeterr d):	ied / ninate/Intersex/Unspeci
PREVIOUS SCHOOL/PR	RESCHOOL					
Name and address of p	revious scho	ol/preschoo	ol:			
I/We give permission for the school to contact the previous school or preschool and to gather relevant reports and information to support educational planning: No Yes (If yes, please complete the Consent for Transferring Information form.)					es, please complete the sent for Transferring	
Was the previous school attended interstate?			No 🗌	Inter Note refer	es, please complete the estate Data Transfer e and Consent forms – to link in Enrolment eedures)	
NATIONALITY AND CITI	ZENSHIP					
Government Requirement		onality:		E	thnicity	/ :
In which country was the student born?	ne 🗌 A	ustralia [] Othe	r <i>(please</i> s	pecify):	
Date of arrival in Austra	Date of arrival in Australia OR Date of return to Australia:					
What is the residential s	status of the	student?	Perm	anent	☐ Ten	nporary

Evidence o		alian Residency: n	☐ Perma	anent	Reside	ent		
☐ Eligible for Australian Passport			☐ Tempo	☐ Temporary Resident				
Other/Vi	sitor/Ov	erseas Student						
Visa sub cl	ass**:					Visa expiry o	date:	
Previous v	isa sub	class:						
* Please attach visa/ImmiCard/letter of notification and passport photo page ** Please note that all enrolments for students with visas require approval through Melbourne Archdiocese Catholic Schools (MACS). Refer to the Dependant Full Fee Overseas Student policy (link) for further information Please provide up to date evidence of visa status from the Department of Home Affairs, including any changes to visa or citizenship as soon as notified								
		or their student co at home? Note: R					s)) speak a language	
	-				Student Contact 1 (Parent1/Guardia n1/Carer1)		Student Contact 2 (Parent2/Guardian2/ Carer2)	
No	English	n only						
Yes	Other – please specify all languages							
		boriginal or Torre			_		both)	
No 🗌	No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander ☐							
	Please note that student must actively identify as Aboriginal and/or Torres Strait Islander to comply with the Australian Government census							
		JEODAN ELON						
	NTAL IN	IFORMATION						
Baptism		Date:		Pari				
Confirmation		Date:		Pari	isn:			
Parish whe								

EMERGENCY CONTACTS – OTHER THAN STUDENT CONTACTS (PARENT/GUARDIAN/CARER) Person 1 Surname Given Name: Given Name: Relationship to student: Home Home

telephone:

Mobile:

telephone:

Mobile:

MEDICAL INFORMA	TION				
Doctor's name:					
Doctor's address:					
Telephone:					
Medicare number:			Ref number:	Expiry:	
Private health insurance:	Yes	No 🗌	Fund:	Number:	
Ambulance cover:	Yes 🗌	No 🗌	Number:		
Health Care Card:	Yes 🗌	No 🗌	Health Care Card No:	Expiry:	
Medical condition/diagnoses:	Please specify all relevant medical and/or health conditions for the student, e.g. asthma, diabetes, anaphylaxis, continence/toileting and/or any medications prescribed for the student. A Medical Management Plan signed by a relevant medical practitioner (doctor/nurse) will be required for each of the medical conditions listed Please list specific details for any known allergies that do not lead to anaphylaxis, e.g. hay fever, rye grass, animal fur. Please list any known diagnoses for the student regarding their medical or learning needs e.g. Global Developmental Delay (GDD), Autism Spectrum Disorder (ASD), Attention Deficit Hyperactivity Disorder (ADHD), Anxiety				
			risk of anaphylaxis?	Yes No No	
If yes, does the stud			-	Yes No No	
If the student has identified medical and/or health condition/diagnoses, please consider the Medical Management policy, first aid policy, and supporting documents. If the student has an identified risk of anaphylaxis, please review the Anaphylaxis and First Aid policies and their supporting documents.					

IMN	IUNISATION (please attac	h an i	immunisation history state	emen	<i>t</i>)	
obta	All vaccines are recorded on the Australian Immunisation Register (AIR). You are required to obtain an immunisation history statement (visit myGov) and provide it to the school with this enrolment form.					
lmn	nunisation history statem	nent a	ttached: Yes 🗌 No 🛭] If	no, please prov	vide explanation:
	ne student entered Austra a, did they receive a refuç			s 🗌	No 🗌	
plea adju	To meet duty of care obligations and facilitate the smooth transition of your child into the school, please provide all required information. This will assist the school to implement appropriate adjustments and strategies to meet the particular needs of your child. If the information is not provided or is incomplete, incorrect or misleading, current or ongoing enrolment may be reviewed.					
۸۵۰	OLTIONAL NEEDO					
	DITIONAL NEEDS				_	
	our child eligible or curre ability Insurance Scheme			Yes		No 🗌
Doe	es your child present with	ո։				
	autism (ASD)		behavioural concerns		hearing impair	rment
	intellectual disability/ developmental delay		mental health concerns		oral language, difficulties	communication/
	ADD/ADHD		acquired brain injury		vision impairm	nent
	giftedness		physical impairment		other condition	n (please specify)
Has	your child ever seen a:					
	paediatrician		physiotherapist		audiologist	
	psychologist/counsellor		occupational therapist		speech pathol	ogist
	psychiatrist		continence nurse		other specialis	st (please specify)
Hav	e you attached all releva	nt inf	ormation and reports?		Yes 🗌	No 🗌
SIB	LINGS ATTENDING A SC	HOOL	/PRESCHOOL			
	all children in your family a licant:	attend	ing school or preschool (c	oldest	t to youngest) -	include
Nar	ne S	Schoo	l/preschool		Year/grade	Date of birth

HOME CARE ARRANGEME	NTS					
☐ Living with immediate fa	mily	☐ Out-of-home care				
☐ Guardian/Carer			Shared parenting, e.g. one week with each parent: Days with Parent 1/Guardian 1/Carer 1: Days with Parent 2/Guardian 2/Carer 2:			
☐ Kinship care			Other (plea	se specify)		
COURT ORDERS OR PARE	NTING ORDERS (I	if app	licable)			
Are there any current court o orders relating to the student		Ye	s 🗌	No		
If yes, copies of these court of Court orders or other relevant				amily Court/Fe	ederal Magistrates	
Is there any other information	you wish the school	ol to b	e aware of?			
SCHOOL FEES/LEVIES PAY	YER DETAILS					
To whom the account for sch	ool fees and levies	is ser	nt?			
Surname First name	Address and ema	il		Telephone	Relationship to the student	
Please note, the name/s of fees for the term of the chi				oonsible for ti	he payment of	
Please note that the compler requisite for consideration of guarantee enrolment. The er following an offer for enrolm Please refer to the Terms an explanation of the terms and offered and accepted.	of the enrolment of nrolment is formali nent being made by d Conditions of th	youi ised a y the e En	child at the after the End School.	e School, how rolment Agree eement for fu	ever it does not ement is signed, rther details and	
Student Contact 1 parent 1/guardian 1/ carer 1 signature:				Date	::	
Student Contact 2 parent 2 /guardian 2/ carer 2 signature:				Date):	
Note: The Victorian Governme	ent provides the follo	owing	guidance re	garding admis	sion	

Consent

The signature of:

- parent as defined in the Family Law Act 1975
 - Note: In the absence of a current court order, each parent of a child who is not 18 has equal parental responsibility.
- both parents for parents who are separated, or a copy of the court order with any impact on the relationship between the family and the school
- an informal carer, with a statutory declaration. Carers:
 - may be a relative or other carer
 - have day-to-day care of the student with the student regularly living with them
 - may provide any other consent required e.g. excursions.

Notes for informal carer:

- statutory declarations apply for 12 months
- the wishes of a parent prevail in the event of a dispute between a parent legally responsible for a student and an informal carer.

Disclaimer: Personal information will be held, used and disclosed in accordance with the school's Privacy Collection Notice and Privacy Policy enclosed with this Enrolment Pack and available on its website.

PARI	ENT/GUARDIAN/CARER DOCUMENTATION CHECKLIST
	se ensure that the following documents are attached to the Enrolment Application form pplicable to your child):
	Birth certificate
	Immunisation history statement
	Baptism certificate
	Consent to contact previous school or preschool
	Australian passport or naturalisation certificate number/document for travel if country of birth is not Australia
	Visa information – visa grant notice/ImmiCard/letter of notification and passport photo page
	Medical Management Plan signed by a relevant medical practitioner
	All relevant information and reports concerning additional needs of your child
	Any current court orders or parenting orders relating your child
	Any additional information you wish the school to be aware of

Consent to Transfer of Information Form



This form is used to assist in the transfer of information between schools when a student is moving from a Melbourne Archdiocese Catholic Schools Ltd (MACS) school to another school. Please refer to the Privacy Policy and Collection Notice – Students and Parents for more information.

Student details					
Family name		Given name			
Date of birth					
Current pre-school, kindergarten or school					
Registered school number		E number (if applicable)			
Principal					
provided to the new sch	The principal/teacher has discussed with me/us how and why certain information about my child will be provided to the new school. I understand that in addition to formal reports, details regarding their educational program will be supplied.				
current school to be prov	I/we provide informed and express consent for all relevant health and/or educational information held by the current school to be provided to the new school. I understand that this information will be collected and used by the school or college to inform health and safety management strategies and educational program for my child.				
School transfer details					
New school or college					
Address					
Registered school number		E number (if applicable)			
Parent /guardian /	carer consent				
Parent /guardian /Carer Signature:	· 1		Date:		
Parent /Guardian /Carer 2 Date: Signature:			Date:		
Please refer to the school's website for further information about our Privacy Policy and Privacy Collection Notice and the use and disclosure of Personal information. Further clarification is available from the principal on request.					
Approving authority	Director, Governance	and Legal			
Approval date	30 October 2024				
Related policy	Privacy Policy				
Review by	October 2028				
Publication details	CEVN				



St John Bosco's School Family Occupational Index: Parent Occupation Groups



St John Bosco's is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

Purpose

The Family Occupational Index: Parent Occupation Groups collects information about the parent/guardian/carer occupations. This information is needed by the government as part of the enrolment process for St John Bosco's. Please select the relevant group and use this to answer the Occupation group question on the St John Bosco's Enrolment Form.

Please select the appropriate group from the following list.

Group N: Unemployed for more than 12 months

If you are not currently in paid work but **have had a job in the last 12 months**, or have retired in the last 12 months, please **use your last occupation** to select from the list. If you have not been in paid work for the last 12 months, enter 'N' into the 'occupation code' field on the enrolment form.

Occupation Group A: Elected officials, Senior executives/managers, management in large business organisations, government administration and defence, and qualified professionals

Elected officials Mayor, parliamentarian, alderperson, trade union secretary, board member Senior executives/managers, management in large business organisations Senior executive/manager/department head in industry, commerce, media or other large organisation Other administrator (school principal, faculty head/dean, library/museum/gallery director, research facility director) Business (e.g. chief executive, managing director, company secretary, finance director, chief accountant, personnel/industrial relations manager, research and development manager) Media (e.g. newspaper editor, film/television/radio/stage producer/director/manager) **Government administration** Public sector manager (e.g. public service manager (section head or above), regional director, hospital/health services education **Defence Forces commissioned officer** Qualified professionals – generally have a degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; teach others. Health (e.g. GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist, chiropractor, veterinarian, psychologist, therapy professional, radiographer. podiatrist, dietician)

	Education (e.g. schoolteacher, university lecturer, professor, VE1, special education)
	Law (e.g. judge, magistrate, barrister, coroner, solicitor, lawyer, legal officer)
	Social (e.g. social/welfare/community worker, counsellor, minister of religion, urban/rural planner, sociologist, librarian, records manager, archivist, interpreter/translator)
	Engineering (e.g. architect, surveyor, chemical/civil/electrical/mechanical/mining/other engineer)
	Science (e.g. geologist, meteorologist, metallurgist, other scientist)
	Computing (e.g. IT services manager, computer systems designer/manager, software engineer, systems/applications programmer)
	Business (e.g. management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer, economist)
	Air/sea transport (e.g. aircraft pilot, flight officer, flying instructor, air traffic controller, ship's captain/officer/pilot)
	pation Group B: Other business owners/managers, arts/media/ sportspersons associate professionals
Busi	ness owner/manager/professionals
	Farm/business owner/manager (e.g. crop and/or livestock farmer/farm manager, stock and station agent, building/construction, manufacturing, mining, wholesale, import/export, transport business manager)
	Specialist manager (e.g. works manager, engineering/production manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager, real estate manager, advertising, public relations manager, human resource manager, call or contact centre manager, human resource professionals)
	Financial services manager (e.g. bank manager, finance/investment/insurance broker/advisor, credit/loans officer)
	Retail sales/services manager (e.g. shop, post office, café/restaurant, club, other hospitality, real estate agency, travel agency, betting agency, petrol station, hotel/motel/caravan park, sports centre, theatre, cinema, gallery, car rental, car/fleet/station manager, retail services manager)
Arts/	media/sportspersons
	Artist/writer/media (e.g. editor, journalist, writer/author, media presenter, photographer, designer, illustrator, musician, actor, dancer, painter, potter, sculptor, proofreader, graphic designer, web designer)
	Sports (e.g.sportsperson, coach, trainer, sports official)
	ciate professionals – generally have diploma/technical qualifications and provide ort to managers and professionals
	Medical, science, architectural, building, surveying, engineering, computer technician/associate professional
	Health/social welfare (e.g. enrolled nurse, community health worker, paramedic/ambulance officer, massage therapist, welfare/parole officer, youth worker, dental hygienist/technician)
	Law (e.g. police officer, prison officer, government inspector, examiner or assessor, occupational/ environmental health officer, security advisor, private investigator, debt collector, law clerk, court officer, bailiff)

	marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/business manager, project manager/administrator, mail supervisor, other managing supervisor, management and organisation analyst, contract, program)
	Defence Forces (e.g. senior non-commissioned officer)
	Other (e.g. library assistant, museum/gallery technician, research assistant, proofreader)
	ipation Group C: Tradespeople, clerks and skilled office, sales, carer and ce staff
	espeople – generally have completed a four-year trade certificate, usually by apprenticeship. despeople are included in this group.
	Trades (e.g. metal fitter/machinist, electrician, plumber, welder, cabinet maker, carpenter, joiner, plasterer, tiler, stonemason, painter, decorator, butcher, pastry cook, panel beater, fitter, toolmaker, aircraft engineer, mechanic, chef/cook, hairdresser)
Adva	nced/intermediate clerical, office, sales, carer and service staff
	Clerk (e.g. bookkeeper, bank clerk, post office clerk, statistical/actuarial clerk, accounts/claims/audit/payroll clerk, personnel records clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/supply/logistics/order clerk, freight/transport/shipping clerk/despatcher, bond clerk, customs agent/clerk, customer inquiry/complaints/service desk, hospital admissions clerk)
	Office (e.g. secretary, personal assistant, desktop publishing operator, switchboard operator)
	Sales (e.g. company sales representative (goods and services), auctioneer, insurance agent/assessor/loss adjuster, market researcher, real estate agent)
	Carer (e.g. aged/disability/refuge/welfare support worker, childcare assistant, nanny, nursing support)
	Service (e.g. meter reader, parking inspector, postal worker, travel agent, tour guide, flight attendant, fitness instructor, inspector, regulatory officer)
	upation Group D: Machine operators, sales/office/service/hospitality staff, stants, labourers and related workers
Drive	ers, mobile plant, production/processing machinery and other machinery operators
	Driver or mobile plant operator (e.g. car/taxi/truck/bus/tram/train driver, driving instructor, courier/deliverer, forklift driver, street sweeper driver, garbage collector, bulldozer/loader/grader/excavator operator, farm/horticulture/forestry machinery operator)
	Production/processing machine operator (e.g. engineering, chemical, petroleum, gas, water, sewerage, cement, plastics, rubber, textile, footwear, wood, paper, glass, clay, stone, concrete, production/processing machine operator)
	Other Machine operator (e.g. photographic developer/printer, industrial spray painter, boiler/air-conditioning/refrigeration plant, railway signals/points, crane/hoist/lift/bulk materials handling machinery, driller, miner)
Sales	s, office, hospitality and other assistants
	Sales staff (e.g. sales assistant, motor vehicle/caravan/parts salesperson, sales representative, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, sales demonstrator, shelf stacker)
	Office staff (e.g. typist, word processing/data entry/business machine operator, receptionist, office assistant, general clerk)

	Hospitality staff (e.g. hotel service supervisor, receptionist, waiter, bar attendant, barista, kitchenhand, fast food cook, usher, porter, housekeeper)
	Assistant/aide (e.g. trades assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, home helper, salon assistant, animal attendant)
Labo	urers and related workers
	Defence Forces (other ranks (below senior NCO) without trade qualification not included above)
	Agriculture, horticulture, forestry, fishing, mining worker (e.g. farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nursery worker, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand)
	Other worker (e.g. labourer, factory hand, storeperson, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor, security office)

From List of Parental Occupation Groups published in Student Background Characteristics, <u>ACARA</u>, 2022.