



Department of
Education

STUDENT ENROLMENT FORM

The Student Enrolment Form should be completed if you wish to accept an offer of a place at our school. The student's enrolment is complete once this form is submitted to the school with the necessary documentation.

Family details should include the details of the parent/carer residing at the same address as the student. Details relating to parents or other carers not residing with the student may be included in other contact details. You will also need to complete a Student Health Care Summary. Please complete the forms in English. Please contact the school if you require assistance with translation.

Older devices and some smart devices may need Adobe Reader to use this form. A free version of Adobe Reader is available to download via <https://get.adobe.com/reader/>.

SCHOOL NAME

School name

Year Level entering

STUDENT DETAILS

Student surname

Legal surname (if different)

Previous Surname
(if applicable)

1st Name

2nd Name

3rd Name

Preferred Name

Date of birth (dd/mm/yy) / /

Gender ☐ Male ☐ Female ☐ Other

Residential Address

Postcode

Telephone (Home)

Car Registration (if applicable)

Student's Religion
(if applicable)

Is the student to be withdrawn from religious instruction or activities? ☐ YES ☐ NO

STUDENT DETAILS (Continued)

Is the student of Aboriginal or Torres Strait Islander origin?

☐ No ☐ Yes, Aboriginal ☐ Yes, Torres Strait Islander (TSI) ☐ Yes, both Aboriginal and TSI

Does the student speak a language other than English at home?

☐ No, English only ☐ Yes, Aboriginal English ☐ Yes, other language - please specify

(If more than one language, including an Aboriginal language, indicate the one that is spoken most often)

What was the first language spoken at home?

Does the student mainly speak English at home? ☐ YES ☐ NO

EVIDENCE OF IMMUNISATION STATUS

The student's Australian Immunisation Register (AIR) Immunisation History Statement shows the immunisation status is:

☐ Up to date ☐ Not up to date ☐ The student has an Immunisation Certificate issued by the Chief Health Officer

SIBLING DETAILS

Full Name/s of siblings attending this school

Student lives with:

☐ Both Parents

☐ Parent/Carer 1

Name

Relationship to student

☐ Parent/Carer 2

Name

Relationship to student

☐ Independent minor

Name

Relationship to student

☐ Adult Student

Name

Relationship to student

☐ Other, please specify

Name

Relationship to student

RESIDENCY STATUS

Nationality (optional)

Country of Birth

Is the student an Australian citizen?

☐ YES ☐ NO

If No, Is the student a permanent resident of Australia? ☐ NO ☐ YES - If Yes, Visa Sub Class Number

Is the student a temporary resident of Australia?

☐ YES ☐ NO

If Yes, Date of Arrival in Australia / /

Visa Sub Class Number

Visa Expiry Date / /
(if applicable)

PREVIOUS SCHOOL

Previous School

If previously enrolled in Home Education, specify the Education Region

DISABILITY

Does the student have a disability?

☐ YES ☐ NO

If Yes, please specify

Please tick if you can provide documentation about (The school will request copies of this information)

- | | |
|--|---|
| <input type="checkbox"/> Autism | <input type="checkbox"/> Physical Disability |
| <input type="checkbox"/> Deaf or Hard of Hearing | <input type="checkbox"/> Severe Mental Disorder |
| <input type="checkbox"/> Global Developmental Delay (prior to age 6) | <input type="checkbox"/> Specific Speech and/or Language Impairment |
| <input type="checkbox"/> Intellectual Disability | <input type="checkbox"/> Vision Impairment |
| <input type="checkbox"/> Other, please specify | |

CONFIDENTIAL INFORMATION

Is this student subject to any court orders in respect of their care, welfare and development or access restrictions?

☐ YES ☐ NO

If YES, please specify and attach supporting documentation.

Does the family or student have a Health Care Card?

☐ YES ☐ NO

If Yes, please provide card number

Expiry Date / /

Is this student in the care of Director General of the Department of Communities - Child Protection and Family Support (CPFS)?

☐ NO ☐ YES - If YES, please specify the name of the CPFS Case Manager, their CPFS District and their contact phone number.

District

Name

Contact Number

Does the student receive any of the following allowances? (Check the boxes that apply)

- ☐ Secondary Assistance ☐ Youth Allowance ☐ Assistance for Isolated Children (AIC) ☐ Abstudy

PARENT / CARER 1 DETAILS

Title

First Name

Surname

Relationship to the student

Date of birth (dd/mm/yy)

/ /

Gender

☐ Male

☐ Female

☐ Other

Postal Address

(if different from student
residential address)

Postcode

Telephone

Mobile Number

Email Address

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 1 speak a language other than English at home?

☐ NO, English only ☐ YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 1 has completed?

☐ Year 12 or equivalent

☐ Year 11 or equivalent

☐ Year 10 or equivalent

☐ Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 1 has completed?

☐ Bachelor degree or above

☐ Advanced diploma/Diploma

☐ Certificate I to IV (including trade certificate)

☐ No non-school qualification

What is the occupation group for Parent/Carer 1?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

☐ 1. Senior Management in large business organisation, government administration & defence, and qualified professionals

☐ 2. Other business managers, arts/media/sportspersons & associate professionals

☐ 3. Tradesmen/women, clerks and skilled office, sales & service staff

☐ 4. Machine operators, hospitality staff, assistants, labourers and related workers

☐ 8. Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation.
If you have not been in paid work in the last 12 month, enter '8'.)

PARENT / CARER 2 DETAILS

Title

First Name

Surname

Relationship to the student

Date of birth (dd/mm/yy)

/ /

Gender

☐ Male

Female

Other

Postal Address

(if different from student residential address)

Postcode

Telephone

Mobile Number

Email Address

All parents across Australia, no matter which school their child attends, are asked to provide information about their background. Providing this information is voluntary but your information will help the Department of Education ensure that all students are being well served by our public schools.

Does Parent/Carer 2 speak a language other than English at home?

☐ NO, English only ☐ YES, other - please specify

(If more than one language, indicate the one that is spoken most often)

What is the highest year of school Parent/Carer 2 has completed?

☐ Year 12 or equivalent

☐ Year 11 or equivalent

☐ Year 10 or equivalent

☐ Year 9 or equivalent or below

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is the level of the highest qualification Parent/Carer 2 has completed?

☐ Bachelor degree or above

☐ Advanced diploma/Diploma

☐ Certificate I to IV (including trade certificate)

☐ No non-school qualification

What is the occupation group for Parent/Carer 2?

(Refer to Attachment 'Parent Occupation Groupings' for more information regarding the categories)

☐ 1. Senior Management in large business organisation, government administration & defence, and qualified professionals

2. Other business managers, arts/media/sportspersons & associate professionals

3. Tradesmen/women, clerks and skilled office, sales & service staff

4. Machine operators, hospitality staff, assistants, labourers and related workers

8. Unemployed, Retired, Student

(If you are not currently in paid work, but have had a job in the last 12 months, please use your last occupation.
If you have not been in paid work in the last 12 month, enter '8'.)

OTHER FAMILY DETAILS

If applicable, please talk to your school about:

- arrangements for the payment of contributions or charges;
- distribution of information, including student reports and newsletters

OTHER CONTACT DETAILS (People other than Parent/Carer 1 and Parent/Carer 2 who may be contacted in an emergency.)

CONTACT 1:

Title

First Name

Surname

Relationship to the student

Postal Address

*(if different from student
residential address)*

Postcode

Telephone (Home)

Mobile Number

Email Address

CONTACT 2:

Title

First Name

Surname

Relationship to the student

Postal Address

*(if different from student
residential address)*

Postcode

Telephone (Home)

Mobile Number

Email Address

PRIVACY AND DECLARATION

Please tick to confirm:

I understand:

- ☐ that the student's enrolment information is confidential and will be kept as required by the Department of Education's record keeping procedures.
- ☐ that information on the Enrolment Form will be used to meet the Department of Education's reporting requirements to other Government departments or agencies. This includes providing the Department of Health with my child's immunisation status as requested.

I declare:

- ☐ This is the only enrolment I have made for the student.
- ☐ I understand that I am required to notify the school as soon as any of the enrolment details for the student change.
- ☐ I understand that if I provide false or misleading information the student's enrolment may be reconsidered or cancelled.
- ☐ I have provided all documentation available to me.

Name of person enrolling student

Title

First Name

Surname

Relationship to the student

Signature

Date / /

(Independent minors and those aged 18 years or older may sign on their own behalf)

- ☐ If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

APPROVAL OF PRINCIPAL OR DELEGATE

Principal's approval

Enrolment approved

☐ YES ☐ NO

Signature

Date / /

OFFICE USE ONLY

Student's official documentation all sighted **Date** / / **YES** **NO**

☐ Birth certificate ☐ Passport ☐ Visa document/s

☐ Other, please specify

Year/Form/Class

House Faction

Student's Residency status ☐ Australian citizen ☐ Permanent resident ☐ Temporary resident

International Fee Paying **YES** **NO**

Entry Date / /

Previous School

LOTE Stage **Records received** **YES** **NO**

Contributions/Charges Billing ☐ PG1 (%) ☐ PG2 (%) ☐ Other (%)

School records ☐ PG1 ☐ PG2 ☐ Other
(including reports, to be sent to)

AIR Immunisation History Statement provided **YES** **NO**

Date of issue / / **Immunisation status is** ☐ Up to date ☐ Not up to date

Date AIR sighted / /

If not up to date, additional request/s for documentation on date/s:

Immunisation Certificate issued by the Chief Health Officer ☐ YES **NO**

Kindergarten eligibility for immunisation exemption: **Code**

Enrolment approved by Principal ☐ YES **Date** / / **NO**

Entered on School Information system by **Date** / /

Student leaves school (Date) / / **Advice of Transfer (Date)** / /

Destination

Records received from transferring school ☐ YES **NO** **Date** / /



Department of
Education

FORM 1

STUDENT HEALTH CARE SUMMARY

SECTION A

Year	<input type="text"/>	Form	<input type="text"/>	Teacher	<input type="text"/>
Student's name	<input type="text"/>				
Date of birth (dd/mm/yy)	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
Gender	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Not Specified				
Address	<input type="text"/>				
	<input type="text"/>				Postcode <input type="text"/>

FAMILY CONTACT DETAILS

Name	<input type="text"/>				
Relationship to student	<input type="text"/>				
Address	<input type="text"/>				
	<input type="text"/>				Postcode <input type="text"/>
Telephone (Home)	<input type="text"/>		Telephone (Work)	<input type="text"/>	
Telephone (Mobile)	<input type="text"/>				
Name	<input type="text"/>				
Relationship to student	<input type="text"/>				
Address	<input type="text"/>				
	<input type="text"/>				Postcode <input type="text"/>
Telephone (Home)	<input type="text"/>		Telephone (Work)	<input type="text"/>	
Telephone (Mobile)	<input type="text"/>				

MEDICAL DETAILS

Medical practice

Doctor 1

Telephone

Doctor 2

Telephone

Do you have ambulance insurance? ☐ YES ☐ NO - If yes, specify insurance provider:

If there is a medical emergency, parents/carers are expected to meet the cost of an ambulance.

List any essential information that could affect your child in an emergency e.g. allergy to penicillin.

Medicare Card number

Medicare Card Individual
Reference Number (IRN)

Expiry date (dd/mm/yy) / /

ADMINISTRATION OF MEDICATION

Written authorisation must be provided for staff to administer any form of medication at school.

Long term medication – Complete the *Medication* section of the relevant health care plan – see below.

Short term medication – Request an *Administration of Medication form* to complete and return to the Principal or class teacher.

Note: All medication required must be supplied by parents/carers.

INFORMED CONSENT

Your child's health care information will be shared with staff on a need to know basis unless otherwise stated.

Do you give permission for the school to share your child's health care information? ☐ YES ☐ NO

Note: If your child is enrolled in a TAFE, PEAC or an alternative education program, this includes the transfer of their health care information to the principal or manager of that program.

If no, and the information is to be restricted, who can be informed of your child's health care information?

Does your child have one or more health condition(s) that will require support from school staff? (Check the box that applies)

☐ **NO** - Sign below and return Section A of this form to the school office. If your child's requirements change, please notify the school.

Signature

Date / /

☐ If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

☐ **YES** - Complete the remainder of this form and return to the school office. You will be given additional forms to complete.

List your child's health condition(s)

SECTION B

IN THE FOLLOWING TABLE, PLEASE INDICATE YOUR CHILD'S CONDITION(S) WHICH REQUIRE THE SUPPORT OF SCHOOL STAFF.
(In response to the information below, you will be given further forms for specific health conditions to complete)

Health conditions (Check the box that applies)

- ☐ Severe Allergy/Anaphylaxis
- ☐ Minor and Moderate Allergies
- ☐ Diabetes
- ☐ Seizures
- ☐ Asthma
- ☐ Activities of Daily Living
- ☐ **Other Conditions or Needs** (Please specify below)

Will school staff require specific training to support your child?

- ☐ YES ☐ NO
- ☐ YES ☐ NO
- ☐ YES ☐ NO
- ☐ YES ☐ NO
- ☐ YES ☐ NO
- ☐ YES ☐ NO
- ☐ YES ☐ NO

Has your child's Medical Practitioner provided a health care plan to assist the school to manage the condition?

☐ YES ☐ NO - If yes, advise the Principal:

If you have ticked Yes for specific staff training, please discuss the type of training needed with the Principal.

SECTION C - CONSENT FOR PHOTO IDENTIFICATION ON YOUR CHILD'S HEALTH CARE PLAN

If your child has a condition where an emergency may occur, please indicate whether you give consent for staff to place your child's medical details and photo on view to provide immediate identification.

I give permission for my child's medical details and photo to be on view for staff.

☐ YES ☐ NO

If yes, please attach photo to the relevant health care plan(s).

SECTION D - MEDIC ALERT INFORMATION

Does your child have a Medic Alert bracelet or pendant?

☐ YES ☐ NO - If yes, provide details below:

Parent/Carer Signature

Date / /

Parent/Carer Name

☐ If you are completing this form online and are unable to sign this form please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.

ON COMPLETION OF THIS FORM, PLEASE REQUEST AND COMPLETE THE RELEVANT HEALTH CARE PLANS.

Note: Where appropriate students should be encouraged to participate in their health care planning.

OFFICE USE ONLY

Does the child have an allergy that needs to be flagged on SIS?

☐ YES ☐ NO

Date / /

Have relevant health care plans been issued to the parent?

☐ YES ☐ NO

Date / /

Has the Principal been informed if:

specific training is required to support the student?

☐ YES ☐ NO

the student's health care information is to be restricted?

☐ YES ☐ NO

Date Student Health Care Summary was completed and uploaded on SIS:

Date / /



Connect Registration for Parents

Dear Parent/Guardian

The Department of Education provides Connect as an online service for teachers, students, parents and Department staff. Connect is a communication channel that schools may use to communicate with parents/guardians on matters impacting student education.

Please complete the following details and return to the school with your child's Enrolment Form. By signing this form you are accepting the attached Aveley North Primary School Connect Conditions of Use for Parents.

Once this information has been confirmed and entered into the system you will be provided with a user name and password.

Student First Name: _____ Student Last Name: _____

Parent 1 First Name: _____ Parent 1 Last Name: _____

Please complete Parent 2 parent name only if you would like notices from the school via Connect forwarded to Parent 2.

Parent 2 First Name: _____ Parent 2 Last Name: _____

Connect Conditions of Use for Parents

1. Only parents or responsible persons as defined in the School Education Act 1999 and verified by the school will be given access to Connect.
2. Any person/s signing up for the service understands his/her responsibility for keeping the service access details (username and password) confidential.
3. The Department of Education does not accept responsibility for any event arising from unauthorised access or use of Connect.

Limits of the Service

The Department of Education provides Connect as an online service for teachers, students, parents and Department staff. Connect is a communication channel that schools may use to communicate with parents/guardians on matters impacting student education. The Department of Education does not undertake to provide all student-related information via Connect.

When using Connect, I agree that:

1. The information contained in Connect is personal and private information.
2. I will not interfere with network security, the data of another user, or attempt to log into the network with a user name and/or password of another user.
3. If I become aware of unauthorised access to my parent account I will immediately inform the school.
4. I consent to the logging, monitoring, auditing and disclosure of my use of Connect.
5. Any breach of these conditions for which I am responsible will result in my access to Connect being suspended or revoked.

Parent Name: _____

Parent Signature: _____ Date: _____

Please return this form to the school in order to receive login information for Connect.

Parent Occupation Groups

Relates to questions in Parent 1 and Parent 2 sections of the Application for Enrolment form

GROUP 1	GROUP 2	GROUP 3	GROUP 4
<p>Senior management in large business organisation government administration & defence, and qualified professionals</p> <p>Senior executive/ manager/ department head in industry, commerce, media or other large organisation.</p> <p>Public service manager (section head or above), regional director, health/education/police/ fire services administrator.</p> <p>Other administrator [school Principal, faculty head/dean, library/museum/gallery director, research facility director].</p> <p>Defence Forces Commissioned Officer.</p> <p>Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.</p> <p>Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer].</p> <p>Air/sea transport [aircraft/ships captain/officer/pilot, flight officer, flying instructor, air traffic controller].</p>	<p>Other business managers, arts/media/sportspersons and associate professionals</p> <p>Owner/manager of farm, construction; import/export, wholesale, manufacturing, transport, real estate business.</p> <p>Specialist manager [finance/engineering/production/ personnel/ industrial relations/ sales/marketing].</p> <p>Financial services manager [bank branch manager, finance/ investment/insurance broker, credit/loans officer].</p> <p>Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency].</p> <p>Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author].</p> <p>media presenter, photographer, designer, illustrator, proof reader, sportsman/ woman, coach, trainer, sports official].</p> <p>Associate professionals generally have diploma/technical qualifications and support managers and professionals.</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional.</p> <p>Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager].</p> <p>Defence Forces senior Non-Commissioned Officer.</p>	<p>Tradesmen/women, clerks and skilled office, sales and service staff</p> <p>Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.</p> <p>Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/ inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent/customer services clerk, admissions clerk].</p> <p>Skilled office, sales and service staff</p> <p>Office [secretary, personal assistant, desktop publishing operator, switchboard operator].</p> <p>Sales [company sales representative, auctioneer, insurance agent/ assessor/loss adjuster, market researcher].</p> <p>Service [aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor].</p>	<p>Machine operators, hospitality staff, assistants, labourers and related workers</p> <p>Drivers, mobile plant, production/ processing machinery and other machinery operators Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper].</p> <p>Office assistants, sales assistants and other assistants</p> <p>Office [typist, word processing/data entry/business machine operator, receptionist, office assistant].</p> <p>Sales [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker].</p> <p>Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant].</p> <p>Labourers and related workers</p> <p>Defence Forces ranks below senior NCO not included in other groups.</p> <p>Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand].</p> <p>Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].</p>

These categories have been determined nationally and are designed as broad occupational groupings.
All Australian states and territories use the same categories



Permission for Students to have an Online Services Account (Years 3-6)

Dear Parents/Carers,

Our school provides access to Department of Education online services. These enhance the contemporary learning opportunities available to students and the range of teaching tools available to staff to deliver the West Australian Curriculum.

The Department's online services currently provide students with access to:

- individual email and calendar accounts;
- the internet, with all reasonable care taken by central office and schools to monitor and control students' access to websites while at school;
- online teaching and learning services such as Connect, web-conferencing and digital resources;
- online file storage and sharing services; and
- these online services at locations other than school.

Parent

- ☐ I give permission for my child to have an online services account.
- ☐ I DO NOT give permission for my child to have an online services account.

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 that if my child breaks any of the rules in the agreement that the Principal may take disciplinary action in accordance with the Department's Student Behaviour Policy and Procedures.

Student

The student agrees to follow the rules set out below when they use the Department-provided online services:

- They will keep their password private and not share with other students.
- They will not let other people logon and/or use their online account.
- They will tell the teacher if they think someone is using my online account.
- If they find any information that is inappropriate or makes them feel upset or confused they will tell a teacher about it. Some of these things may include violence, racism, pornography, or content that is offensive, intimidating or encourages dangerous or illegal things.
- They understand the school and the Department of Education can monitor their use of online services.
- They will use appropriate language in all internet communications.
- If they use other people's work taken from the internet as part of their own research and study they will acknowledge them as the owner.
- They will check with the teacher before sharing images or giving information about themselves or anyone else when using online services.
- They will take care of the computers, computer systems or computer networks of the school, the Department of Education or any other organisation.

The student understands that

- They are responsible for their actions while using online services and may be held responsible for any breaches caused if they allow any other person to use their online account;
- If they misuse any online services they may be held liable and the Principal may take further action.
-

Name of student: _____ Name of parent: _____

Date: _____ Signature of parent: _____

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.

Consent Form

At Aveley North Primary School we aim to offer your child the widest range of learning opportunities and celebrate learning whenever possible. This may often require some form of parental consent. This form asks you to consent (or otherwise) to your child's participation / use / access to several aspects of the school program. At all times we make the very best efforts to exercise exemplary standards in respect of duty of care.

MEDIA CONSENT

Children's images and/or their work are often published to promote the school, school events and recognise student achievements. Videos or images of your child and/or school work may appear in a range of formats such as hardcopy and digital, and published to a range of media including but not limited to school newsletters, email, school and Department of Education intranet and internet sites including social media websites (eg. Facebook), any third party applications and local newspapers in hardcopy and digital formats, which may enable viewers/readers to identify your child. Their names may also be included but no contact details are provided. Work/images captured by the school will be kept for no longer than is necessary for the purposes outlined above and will be stored and disposed of securely. This consent can be withdrawn at any time by contacting the school in writing.

- ☐ Yes, I give consent to my child to have his/her image and/or work published as described above.
☐ No, I do not give consent.

In addition, see Appendix F of the [Student's online policy](#).

VIEWING CONSENT

Children often watch videos / DVDs / television documentaries as part of their learning. Almost always these are 'G' rated and don't require consent. Very occasionally something with a 'PG' rating is appropriate for which we would need parental permission.

- ☐ Yes, I consent to my child viewing items with a 'PG' rating if deemed suitable by the teacher and school administration.
☐ No, I do not give consent.

LOCAL EXCURSIONS

Children occasionally walk within the local area for minor excursions under the supervision of the teacher and attend activities in local parks, nature reserves, another school, city council library or shopping centre. On all occasions, parents will be notified of the local excursion.

- ☐ Yes, I consent to my child participating in teacher supervised local excursions which may involve short walks to and from the school.
☐ No, I do not give consent.

MOBILE PHONE POLICY

The Department of Education does not permit student use of mobile phones in public schools unless for medical or teacher directed educational purpose. Aveley North Primary School recognises that an increasing number of parents/carers who for safety, security and/or emergency purposes wish to provide their children with mobile phones. The Mobile Phones in Schools Policy details the conditions under which mobile phones are permitted at school.

- ☐ Yes, I understand the conditions around my child bringing their mobile to school, for safety/security.
☐ No, I do not give consent.

BREAKFAST CLUB

Aveley North Primary School operates a Breakfast Club one morning a week for students in Years 1-6. This breakfast is free and offers students with a choice of healthy food such as toast, spaghetti/baked beans, cereal and fruit.

- ☐ Yes, I consent to my child participating in Breakfast Club.
☐ No, I do not give consent.

Name of student: _____ Date: _____

Name of person signing the consent form:

Title: _____ First Name: _____ Surname: _____

Please indicate relationship to the student (e.g. parent/guardian/responsible person): _____

6th February 2023

Third Party Services Update



T 9297 7800

M 0475 285 800

A 77 Strinesdale Boulevard
Aveley WA 6069

E AveleyNorth.PS@education.wa.edu.au

Dear Parents and Caregivers,

Our school provides access to Department of Education's online services. These enhance the contemporary learning opportunities available to students and the range of teaching tools available to staff to deliver the Western Australian Curriculum. We have previously asked for consent for the use of specific apps and digital resources and have since updated this list as we continue to grow as a school and incorporate new learning tools into the classroom.

All students are required to have an updated consent form so they can access these new applications. If you have multiple students at the school, please complete the form separately for each child.

The QR Code below will give you access to the updated list of Third-Party Services and allow you to give consent for your child. **Please ensure you complete a form response for each student at the school.**

Alternatively, please see the front office for a paper copy of the form.

Kind Regards



Together We Succeed

The following third party services are being used in our school. Please contact the school if you have any queries.

Name of Service	Type of service	What do I need to know	Further information
Name e.g. Education Software Link to website e.g. www.educationsoftware.com	Library Management System	Information provided: Student name, class, school, and student email. How the information is used: To provide a profile for students in order to borrow books and communicate with the librarian. Where the information is stored: Sydney, Australia.	Link to service privacy policy e.g. www.educationsoftware.com/privacy-policy/ Link to service terms of use e.g. www.educationsoftware.com/tou/
Class Dojo	Behaviour management system	Information provided: Student first name and school How the information is used: Encourage positive behaviour Where the information is stored: Outside Australia	https://www.classdojo.com/
iDoceo https://www.idoceo.net/index.php/en/	Teaching and Learning Assessment	Information Provided Student: name, home address, telephone, email, date of birth, work/content, attendance, photos or videos, grades or performance data, other data Parent: name, contact information How the information is used: Lesson planner and assessments Where the information is stored: Within Australia	https://www.idoceo.net/index.php/en/?option=com_content&view=article&id=172
StudyLadder https://www.studyladder.com.au/	Teaching and Learning	Information provided: Staff/teacher: name, email and school. Student: first name and performance data How the information is used: Online educational activities. Where the information is stored: Outside Australia	https://www.studyladder.com.au/about/privacy https://www.studyladder.com.au/about/terms
Google Earth	Teaching and Learning	This rating applies if a student uses the service without registering with their name and not providing their email to the service.	https://www.google.com/earth
Popplet (app)	Teaching and Learning	This service does not require a full assessment because it does not collect identifying student personal information.	https://apps.apple.com/us/app/popplet/id374151636
iMotion	Teaching and Learning	This service does not require a full assessment because it does not collect identifying student personal information.	http://www.fingerlab.net
PaperCut Cloud https://www.papercut.com/	Category Print Management	Information provided: Student name and school. How the information is used: Printing management. Where the information is stored: Within Australia Outside Australia	https://www.papercut.com/privacy-policy/ https://views.papercut.com/terms-of-service/
Name PlayEd https://played.com.au/	Category Teaching and Learning	Information provided: Staff/teacher: name, email. Student: name, grades or performance data. How the information is used:	Terms of Use / Privacy Policy https://played.com.au/privacy-policy-2

		A digital platform for the creation and use of educational content in game format Where the information is stored: Within Australia	
--	--	--	--

REQUESTING CONSENT TO DISCLOSE PERSONAL INFORMATION TO THIRD PARTY SERVICES

The following third party services are being used in our school. These services require us to share some personal information about your child and **require you to provide consent** for each service before we do so. Please contact the school if you have any queries.

Name of Service	Type of service	What do I need to know	Further information Terms of Use / Privacy Policy
Seesaw https://web.seesaw.me	Class communication Teaching and Learning	Information provided: Student name, student email, school, class details, school year, parent email, parent name, student work, profile or other photos and videos. How the information is used: This service is a digital portfolio and communication platform. Where the information is stored: Outside Australia	https://web.seesaw.me/privacy-policy https://web.seesaw.me/terms-of-service
PAT (ACER) https://www.acer.org/au/pat	Assessment and Testing	Information provided: Staff/teacher: name, email, Student: name, date of birth, work/content, gender, grades or performance data, other data Parent: name, contact information How the information is used: Tests to provide objective, norm-referenced information about students' skills and understandings in a range of key areas. Where the information is stored: Within Australia	https://www.acer.org/privacy https://www.acer.org/online-terms-of-use
Apple https://www.apple.com/au	Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, email, work/content, photos or videos, grades or performance data. Other data: school, class details, school year, student username How the information is used: Includes Apple School Manager, pre-loaded applications and additional modules on a Managed Apple ID. Where the information is stored: Outside Australia	https://www.apple.com/au/privacy/ https://school.apple.com/
Kiddo Challenge https://kiddo.edu.au/kiddo-challenge-0	Teaching and Learning	Information provided: Staff/teacher: name, email Student: name, date of birth, gender, grades or performance data. Parent: name, contact information Other data: school How the information is used: Online Fundamental Movement Skill Assessment and Reporting tool. Where the information is stored: Within Australia	https://kiddo.edu.au/privacy-policy https://kiddo.edu.au/terms-and-conditions-0
Kapture Photography https://www.kapture.com.au	School Photography	Information provided: School name, student unique identifier number for purchasing from vendor website, student name, student class details, school year and profile or other photos. How the information is used: Enables parents to purchase their child/ren and class/special group photos. Photos are also provided to schools for school database/archives. Where the information is stored:	Nil

		Australia	
Adobe Creative Cloud for Education https://www.adobe.com/au/creativecloud/buy/education.html	Teaching and Learning	Information provided: Staff/teacher: name and email Student: name and email Parent: name and contact information How the information is used: Includes Creative Cloud "All Apps" Education K-12 Where the information is stored: Outside Australia	https://www.adobe.com/au/privacy/policy.html https://www.adobe.com/au/legal/terms.html
Grok Learning https://groklearning.com/	Teaching and Learning	Information provided: Staff/teacher: name, email and other data Student: name, email, gender and other data How the information is used: Online programming platform. Within Australia	Terms of Use / Privacy Policy https://groklearning.com/policies/terms/ https://groklearning.com/policies/privacy/ https://groklearning.com/policies/security/
Kahoot https://kahoot.com	Teaching and Learning	Information provided: Student name, geolocation data, student work. How the information is used: This service is a quizz platform. Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://trust.kahoot.com/privacy-policy/ https://kahoot.com/student-privacy-policy/
Prodigy for education https://www.prodigygame.com/main-en/	Teaching and Learning	Information provided: Student name, Student geolocation data, Parent contact information Parent name, School name How the information is used: Online Games; Learning activities; Online learning Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.prodigygame.com/main-en/privacy-policy/
Phonics Hero https://www.phonicshero.com		An online phonics learning platform Information provided: Student name, Student geolocation data, Student Email, school email How the information is used: Online Games; Learning activities; Online learning Where the information is stored: Outside Australia	Terms of Use / Privacy Policy https://www.phonicshero.com/terms-of-use/

I consent to my child's information being provided, if required, to each of the above service providers until the end of your child's schooling at Aveley North Primary School. Consent may be requested again when new services are added.
Please ensure you complete ONE form per child.

Parent/Guardian Name:	Student Name:
Date:	Student Year Level:
Signed:	