

# Sibling Application for Enrolment

**Student Name**

Which Campus are you enrolling in? Brooklyn Park (F-6) South Plympton (F-12)

Please send your completed form and the required documents to: The Registrar, Emmaus Christian College,  
7 Lynton Avenue, South Plympton or [bgreenoslade@emmauscc.sa.edu.au](mailto:bgreenoslade@emmauscc.sa.edu.au)

<b>OFFICE USE ONLY</b>					
Enquiry Number	Church reference	Yes	No		
Application received	Fee Paid	Payment method	CA	CH	CC

**Enrolment Application Fee Payment**

Your application is registered upon receipt of this form and payment of the \$35 application fee. Please note that this is non-refundable and it does not guarantee placement at Emmaus Christian College. (There is a credit card surcharge of 1.5%)  
This document will be stored securely, in accordance with the Australian Privacy Principles.

**Credit Card Details**

Cardholder's Name	Card Type	VISA	Mastercard
Card Number	Expires	/	
Amount \$35.00	CCV (3-digital number on the back of card)		

## Student Information

### Student Personal Information

First Name	Last Name	
Middle Name	Preferred Name	
Date of Birth (dd/mm/yy)	/	/
Sex	Male	Female
Year Level requested	Commencing in the year	Age at entry

### Student's Current School/Kindergarten/Child Care Information

Current School/Kindergarten	
Contact Name	Contact Number

### Student's Primary Address (the address where the student lives for more than 50% of the time)

Address	Suburb	Post Code			
Country of birth	Australia	Other (please state)			
IF NOT an Australian Citizen, please show the student's VISA class and number					
Are you a Permanent Resident	No	Yes IF NOT born in Australia, date of arrival in Australia	/	/	
Is English the main language spoken at home?			Yes	No (please specify)	
Is the student of Aboriginal or Torres Strait Islander origin?			No	Aboriginal	Torres Strait Islander
Christian	Yes	No	Church Attending		

### Medical and Additional Information

Are there any learning needs or disabilities that apply to this student		
ADD / ADHD	Dyslexia	
Learning disability	Physical disability	
Chronic medical condition	Other	
Please describe the learning need or disability regarding this student		

### If any of the following apply to the student, please tick and attach a copy of the relevant report to this Application Form

Educational Support required (please state)		
Medication needs (please state)		
Psychiatric Report	Counselling Provider (please state)	
Speech Therapist	Occupational Therapist	Any other Educational Report

Is this student receiving any extra learning support at their current school or kindergarten?

No	Yes — please provide details
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## Family Information

### Mother / Guardian (Parent 1)

Title	Mr	Mrs	Miss	Ms	Dr
First Name					
Last Name					
Please indicate your relationship to the student					
Mother		Stepmother		Other	
Are you living with the student			Yes	No	
Residential Address					
Postal Address					
Phone (H)		Phone (W)			
Mobile					
Email (required)					
Occupation					
Employer					
Marital Status	Married	Separated	Divorced		
	Single	Widowed			
Country of Birth					
Are you an Australian Citizen			Yes	No	
If No — Visa Class and Number					
If No — date of arrival in Australia					
If No please attach a copy of your Visa to this form					
Languages spoken at home					
First					
Second					
Christian	Yes	No			
Church Attending					
Church Denomination					
Old Scholar of the College			Yes	No	
If yes, provide maiden name					
Year left College					

### Father / Guardian (Parent 2)

Title	Mr	Mrs	Miss	Ms	Dr
First Name					
Last Name					
Please indicate your relationship to the student					
Father		Stepfather		Other	
Are you living with the student			Yes	No	
Residential Address					
Postal Address					
Phone (H)		Phone (W)			
Mobile					
Email (required)					
Occupation					
Employer					
Marital Status	Married	Separated	Divorced		
	Single	Widowed			
Country of Birth					
Are you an Australian Citizen			Yes	No	
If No — Visa Class and Number					
If No — date of arrival in Australia					
If No please attach a copy of your Visa to this form					
Languages spoken at home					
First					
Second					
Christian	Yes	No			
Church Attending					
Church Denomination					
Old scholar of the College			Yes	No	
If yes, year left College					

## Family Information

### Individual Family Circumstances

Student lives with: (ie both parents/mother/father/shared etc)

If 'shared care' please specify: (ie each parent % and/or days etc)

Please indicate family circumstances which should be known by the College (ie guardian/separated/divorced/remarried/deceased parent etc). Legal custody/access arrangements should also be advised (for restricted access, legal documents must be supplied/attached)

### Other Children (Please note this information is for data collection only and not an Enrolment Application)

Name:	Date of Birth:	/	/
Current School:			
Name:	Date of Birth:	/	/
Current School:			
Name:	Date of Birth:	/	/
Current School:			
Name:	Date of Birth:	/	/
Current School:			
Name:	Date of Birth:	/	/
Current School:			

### How did you hear about Emmaus Christian College?

Church Newsletter	College Bus	School/Kindergarten	Direct Mail	Media	Google	Word of mouth
Other (specify)						

## Terms and Conditions

An annual fee is charged, with an option to pay: annually, termly, monthly, fortnightly or weekly via the online payment system FACTS Management.

Payment of fees is required at the beginning of the agreed payment period or by approved pre-arranged payment terms.

A fee discount of 3% (on the tuition portion of school fees only) offered for payments made in full by 28th January.

Withdrawal of a student requires one school term's notice by parent/guardian, in writing to the Principal. If such notice is not given, one term's tuition fee is charged. Example: students leaving at the end of Term 4, written notification must be received by the first day of Term 4.

It is your responsibility to contact the Finance Officer if you are unable to make a payment by the due date. No student will be allowed to commence a new term at the College while fees for the previous term are unpaid, unless an alternative arrangement is agreed upon in writing through negotiations with the Finance Officer.

I agree to pay Emmaus Christian College any cost or expenses incurred in the collection of overdue accounts.

An accounting fee of \$33.00 will be imposed if the direct debit is rejected, unless a prior arrangement has been sought and agreed upon in writing.

I agree that should the accepted student withdraw prior to commencement, the \$300 enrolment deposit per student will be forfeited.

I give permission for Emmaus Christian College to contact the kindergarten/childcare or previous school regarding my child's progress

I have viewed and agree to fully support the College's Vision and Philosophy and 'Statement of Faith' available at [www.emmauscc.sa.edu.au](http://www.emmauscc.sa.edu.au) and am not affiliated with a faith tradition or church whose beliefs are in direct contrast to those of Emmaus Christian College as outlined in the Emmaus Statement of Faith. I agree to co-operate with the school authorities in all matters of discipline and to support the requirements of the College.

Emmaus Christian College is bound by the Australian Privacy Principles to ensure proper managements of personal information provided or collected by the school for educational purposes. The Privacy Policy is available on the website.

I agree the terms and conditions above are applicable for the full term of my student's enrolment.

Please ensure that this application is signed by both parents/guardians.

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Mother's Full Name (Please Print)

Signature of Mother/Guardian

Date

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Father's Full Name (Please Print)

Signature of Father/Guardian

Date

## Enrolment Agreement

**During the enrolment interview, this document will be discussed and you will be asked to sign a copy. Please ensure that you have read this document prior to your enrolment interview and ask any questions you may have at the interview.**

During my enrolment interview with the Principal and Head of School, it has been explained to me that, if an enrolment position at Emmaus is offered, my child will be required to take part in certain activities in addition to the general curriculum. I also understand and accept the College's approach towards the matters outlined below. I understand that as a parent/guardian of a student at Emmaus Christian College, my role is to support the College in these areas as the College in turn supports my child. These are key aspects of school life that assist in developing the whole child as a part of our wider Christian community, and as such are a requirement of enrolment at Emmaus Christian College.

I agree to support the College's approach in the following areas:

- Daily Christian devotions
- Christian Education classes
- Weekly assemblies including worship, the reading of scripture and prayer
- Recognition and celebration of Christian events
- Holy Communion (age appropriate)
- Attend and participate in College events including speech nights and sporting events
- Participate in acts of service, kindness and outreach as opportunities are made available
- Attend compulsory College camps from Year 2
- Health and wellbeing education addressing sex, drugs and mental health matters (at an age appropriate level)
- Wear the College uniform correctly as detailed in the student diary (including following the College's position on make-up, jewellery, and hair style/length).
- Upholding the behaviour management policies of the College and being supportive of College responses to behavioural incidents

The Resource Centre books are made available to students with an awareness of student age and maturity, providing options that stretch thinking on a range of writing styles and viewpoints. As a consequence, although our library collection may differ to public library collections because of our Christian worldview, it will not automatically preclude books that are not written from a Christian perspective.

If my child is entering Emmaus Christian College at Foundation and was born after January 31 (making them less than 5 years old at commencement), I understand that the College will undertake a school readiness assessment approximately 12 months prior to commencement. I understand that this may result in the College deferring the offer of enrolment to the subsequent year (and will adjust Kindy arrangements accordingly).

I have viewed and agree to fully support the College's Vision and Philosophy and 'Statement of Faith' and am not affiliated with a faith tradition or Church whose beliefs are in direct contrast to those of Emmaus Christian College as outlined in the Emmaus Statement of Faith. I agree to co-operate with the school authorities in all matters of discipline and to support the requirements of the College.

## Standard Collection Notice

The following points regarding the collection of personal information by Emmaus Christian College ('the School') is provided for parents and students information. The School is bound by the Australian Privacy Principles contained in the Commonwealth Privacy Act. A copy of the College Privacy Policy is available from the College office on request.

**1:** The School collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the School. This may be in writing or in the course of discussions. The primary purpose of collecting this information is to enable the School to provide schooling for the student and to enable them to take part in all the activities of the School.

**2:** Some of the information we collect is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.

**3:** Laws governing or relating to the operation of schools require that certain information is collected. These include, but are not limited to, education, public health and child protection laws.

**4:** Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act. We ask you to provide medical reports about students from time to time.

**5:** The School from time to time discloses personal and sensitive information to others for administrative and educational purposes, including to facilitate the transfer of students to another school. This includes to other schools, government departments, medical practitioners and people providing services to the School, including specialist visiting teachers, sports coaches, music instrumental tutors, counsellors and volunteers.

**6:** If the information referred to above is not provided we may not be able to enrol or continue the enrolment of your son/daughter.

**7:** 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 School newsletters, daily bulletins, school magazine, social media accounts and on our website. Our School newsletter is published on our website fortnightly.

Photographs of student activities such as sporting events, school camps and school excursions may be taken for publication in School newsletters, daily bulletins, school magazines and Social Media accounts and on our website. The School will obtain separate permissions from the student's parent or caregiver prior to publication.

**8:** The School may store personal information in the 'cloud' which may mean that it resides on servers which are situated outside Australia.

**9:** The School's Privacy Policy sets out how parents or students may seek access to personal information collected about them. 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.

**10:** The School's Privacy Policy also sets out how you may complain about a breach of privacy and how the School will deal with such a complaint.

**11:** 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 marketing purposes without your consent.

**12:** 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, so that they can access that information if they wish, and that the School does not usually disclose this information to third parties.

*Acknowledgement: The Independent School Council of Australian and National Catholic Education Commission provided information used to prepare this statement.*

## Checklist

Before returning this application form to Emmaus Christian College, please ensure that you have completed and enclosed the following:

Paid Application Fee (non-refundable) – \$35.00 (inc GST)

Reports undertaken by professionals relating to my child (refer Student Information (page 2))

Copy of Birth Certificate (extract acceptable)

The campus I would like to enrol (tick box on the front page)

**If your child currently attends school also include:**

Copy of latest NAPLAN Report (if applicable)

Copy of the last two Semester Reports

**In addition:**

I/we have read and signed Terms and Conditions (both parents to sign)

I/we have read and retained for our records the Enrolment Agreement and Privacy Information

Our Family Taxable Income is the Emmaus Christian College Standard Fee Level (above \$90,000 p.a.)      Yes      No  
(Refer Standard Fee Schedule available on our website) (If 'No', documentary evidence will be required at a later date)

Please send your completed Application Form and attachments to: The Registrar, Emmaus Christian College, 7 Lynton Avenue, South Plympton or [bgreenoslade@emmauscc.sa.edu.au](mailto:bgreenoslade@emmauscc.sa.edu.au)