

Playgroup

2021 ENROLMENT FORM

CHILD'S DETAILS			
Surname		Given Name(s)	
Date of Birth		Gender	<input type="checkbox"/> M <input type="checkbox"/> F
Language(s) spoken at home other than English:			
Do you identify as an Aboriginal or Torres Strait Islander: <input type="checkbox"/> Y <input type="checkbox"/> N			
How did you hear about our School/Playgroup?			

ALLERGIES / DIETARY REQUIREMENTS / SPECIAL NEEDS
Does your child have any allergies, dietary requirements, or special needs? <input type="checkbox"/> Y <input type="checkbox"/> N
If yes, please specify:

APPLICATION DETAILS:				
		<input type="checkbox"/> Thursday 9:00am – 11:00am	<input type="checkbox"/> Friday 9:00am – 11:00am	
2021 Starting Date	<input type="checkbox"/> Term 1	<input type="checkbox"/> Term 2	<input type="checkbox"/> Term 3	<input type="checkbox"/> Term 4
I/WE ARE COMMITTED TO A STEINER EDUCATION FOR OUR CHILD/REN FOR:				
<input type="checkbox"/> Playgroup Only	<input type="checkbox"/> Up to Pre-Kindy Only	<input type="checkbox"/> Up to Kindy / Pre-Primary Only		<input type="checkbox"/> Primary School

PARENT/GUARDIAN DETAILS:		
Relationship to Child		
Surname	First Name	
Address		
Home / Mobile	Work / Mobile	
Email	Occupation	

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EMERGENCY CONTACT DETAILS <i>(of someone other than yourself)</i>			
Name		Relationship to Child	
Phone		Address	

SIBLINGS:			
Name			
Date of Birth		School	
Name			
Date of Birth		School	
Name			
Date of Birth		School	

ACKNOWLEDGEMENTS:	
<ul style="list-style-type: none"> On acceptance of an enrollment, you or your child may have your photo taken during sessions or festivals through the year. You agree for any photos taken to be used by Helena River Steiner School through the means of our website, newsletter, social media or promotional materials You understand that once offered a place and enrolled in playgroup, this enrolment will be for the year or remainder thereof. If you wish to withdraw your child from playgroup, one full term's notice must be given or one term's equivalent fees will be charged in lieu. 	
Signature:	Date:

PAYMENT:			
<i>Term Fees Playgroup: * \$140 for children under 1 * \$165 for children 1-4 years * \$80 for second child 1-4 years</i> NOTE: No charge for a child under 1 attending WITH another sibling			
Account Details: Helena River Steiner School	BSB: 633-000	Acct: 152498994	Description: Child's Surname and First Name
Receipt Number		<input type="checkbox"/> Cash <input type="checkbox"/> Bank Transfer	Payment Made by

OFFICE USE ONLY:			
Application Received on:			
Amount Received:		Receipt Number:	
Comments:			

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PRIVACY NOTICE

INFORMATION COLLECTION NOTICE:

- i. The School collects personal information, including sensitive information about pupils and parents or guardians before and during the course of a pupil's enrolment at the School. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the School to provide schooling to the pupil and to enable them to take part in all the activities of the School.
- ii. Some of the information we collect is required to satisfy the School's legal obligations and compliance, particularly in enabling the School to discharge its duty of care. Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education and Care Acts, Education Acts, Public Health and Child Protection laws.
- iii. Health information about pupils is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act. We may ask you to provide medical reports about pupils from time to time.
- iv. The School may from time to time disclose personal and sensitive information to other parties for administrative and educational purposes, for example completing an Education Department census or facilitating the transfer of a pupil to another school. This may also include, government departments, medical practitioners, and people providing services to the School, including specialist visiting teachers, sports coaches, volunteers and counsellors.
- v. Personal information collected from pupils is regularly disclosed to their parents or guardians. The School's Privacy Policy sets out how parents or pupils 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 pupil, or where pupils have provided information in confidence.
- vi. The School Privacy Policy also sets out how you may complain about a breach of privacy and how the School will deal with such a complaint.
- vii. 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. It may also be disclosed to organisations that assist in the School's fundraising activities solely for that purpose. We will not disclose your personal information to third parties for their own marketing purposes without your consent.
- viii. On occasions, information such as academic and sporting achievements, pupil activities and similar news is published in School newsletters and magazines [and on our website]. Photographs of pupil activities such as festivals, school camps and school excursions may be taken for publication in School newsletters and magazines and on our website.
- ix. We may include pupils' and pupils' parents' contact details in a class list and School directory.
- x. 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 this information to third parties.