



# Playgroup

## 2024 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"/> Wednesday Group 1 9:00am – 11:00am	<input type="checkbox"/> Wednesday Group 2 11:30am – 1:30pm		
Starting Date 2024 <input type="checkbox"/>	<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

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PARENT 1 / GUARDIAN 1 DETAILS			
Surname		First Name	
Address			
Home / Mobile		Work / Mobile	
Email		Relationship to child	
Nationality		Indigenous Status	Yes <input type="checkbox"/> No <input type="checkbox"/>
Date of Birth		Occupation	
Highest School Level		Secondary/Tertiary Education	
Skills and other interests (eg for Parent Participation Hours)?			
PARENT 2 / GUARDIAN 2 DETAILS			
Surname		First Name	
Address			
Home / Mobile		Work / Mobile	
Email		Relationship to child	
Nationality		Indigenous Status	Yes <input type="checkbox"/> No <input type="checkbox"/>
Date of Birth		Occupation	
Highest School Level		Secondary / Tertiary Education	
Skills and other interests (eg for Parent Participation Hours)?			
ADDITIONAL INFORMATION			
Family / Custody / Court / Restraining Order <input type="checkbox"/> Y <input type="checkbox"/> N (If Yes, please provide School with a copy)			
Child primarily resides with:			
Family Contact Person for School Communications:			
Family Contact Person Responsible for Payment of Fees (name, email and phone details required if not already listed above):			



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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	

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### ACKNOWLEDGEMENTS:

- I understand that on acceptance of enrolment, my child and I may have our photo taken during sessions or festivals through the year. I agree for any photos taken to be used by Helena River Steiner School through the means of its website, newsletter, social media or promotional materials.
- I understand that once offered a place and enrolled in playgroup, this enrolment will be for the year or remainder thereof. If I intend to withdraw my 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:

*Term Fees Playgroup: \* \$150 for children under 1 \* \$175 for children 1-3 years \* \$80 for second child 1-3 years*  
*NOTE: No charge for a child under 1 attending WITH another sibling*

***Before starting Playgroup, an Enrolment Form must be completed, and a terms fee paid in advance.***

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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## 2024 ENROLMENT FORM

### 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.