



Cerdon College  
Merrylands

**Postal Address**  
PO Box 277  
MERRYLANDS  
2160

**Street Address**  
Corner Sherwood and  
Kenyons Roads  
MERRYLANDS  
2160

**Telephone**  
9632 8759

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9681 5643

**Email**  
cerdon@parra.catholic.edu.au

**Website**  
www.cerdon.nsw.edu.au

# Enrolment Application

For the School Year:

The information sought on this form is required by the School for its own purposes and to answer questions from various Government and Educational authorities.

## SECTION 1 – School Information

PLEASE PRINT

Student's Surname

Student's Given Name(s)

Year Level into which admission is sought (Please tick)

7  8  9  10  11  12

## SECTION 2 – Family Mailing Details

PLEASE PRINT

Family Surname

Mailing Title

(eg Mr P and Mrs J Smith)

**Residential**

Street No/Property

Street Name

Suburb/Town

State

Postcode

**Postal**

Street No/Property

Street Name

Same as above

RMB/PO Box

Please tick

Suburb/Town

State

Postcode

Phone

Mobile

## SECTION 3 – Student Details

PLEASE PRINT

First Name

Preferred Name

Surname

Sex Please tick

Male

Female

Country of Birth

Date of Birth

Previous School

Religion

Year/Date of Commencement at Previous School

Nationality

Languages Spoken at Home

Aboriginal/Torres Strait Islander? Please tick

Yes

No

IF YES, please tick one below

Aboriginal

Torres Strait Islander

Both Aboriginal and Torres Strait Islander

Residential Status Please tick

Australian Citizen

Permanent Resident

Temporary/Visitor/Student/Passport/Other

(Provide full Visa details—Originals Only)

## SECTION 4 – Parish/Sacramental Details

PLEASE PRINT

Parish you currently attend

**Parish Stamp**

Parish Priest's Signature \_\_\_\_\_

Sacrament	Date Received	Parish Received	Copy of Certificate Supplied
Baptism			Yes <input type="checkbox"/> No <input type="checkbox"/>
Eucharist			Yes <input type="checkbox"/> No <input type="checkbox"/>
Confirmation			Yes <input type="checkbox"/> No <input type="checkbox"/>
Reconciliation	Has your child completed a Reconciliation Program?		Yes <input type="checkbox"/> No <input type="checkbox"/>

## SECTION 5 – Other Children in Family Details

PLEASE PRINT

	Name	Date of Birth	If at School, School Name	School Year Level
Child 1				
Child 2				
Child 3				
Child 4				
Child 5				
Child 6				

## SECTION 6 – Medical Details

PLEASE PRINT

Doctor's Name  Dr's Phone No.  Student's Medicare No.

Address  Suburb/City  Postcode

Allergies Yes  No

Medical Problems Yes  No

If Yes, please specify any allergies suffered by the student

If Yes, please specify any medical problems of which the school should be aware including any medication taken by the student (eg Epilepsy, Asthma, Vision or Hearing)

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Immunisations NB: Provide a copy of Immunisation Certificate  
Please tick

Measles/Mumps Yes  No  Meningococcal Yes  No  Polio Yes  No

Rubella Yes  No  Tetanus/Diphtheria Yes  No  Whooping Cough Yes  No

## SECTION 7 – Special Needs

PLEASE PRINT

Indicate whether the student applying for enrolment has any known or suspected **Special Needs**  
Please tick

Physical Needs Yes  No  Medical Needs Yes  No  Educational Needs Yes  No

Behavioural Needs Yes  No  Allergies Yes  No  Any other Special Needs Yes  No

If you have answered **yes** to any of the above, please provide full details of those needs and any intervention/support that she may be currently receiving.  
**(Supporting documentation must be provided.)**

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**Please Note:** If this application is successful it is essential that the school be advised promptly of any changes to the needs of the student. The school will regularly assess its ability to provide adequate services for these needs.

## SECTION 8 – Father/Guardian – Residing at Same Address

PLEASE PRINT

Complete both Sections A and B

Office Use Only

### SECTION A— FATHER OR GUARDIAN

Contact No.

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Title  Given Name (s)  Surname

Relationship  Sex Please tick Male  Female

Residential Street No/Property  Street Name

Suburb/Town  State  Postcode

#### Postal

Same as above RMB/PO Box  Suburb/Town  State  Postcode

Please tick

#### OR

Residential Guardian Yes  No  Home Phone  Work Phone

Fax  Mobile  Email

Employer  Occupation

### SECTION B

Level of School Education Highest qualification Group 1  Group 2  Group 3  Group 4

Year 12  Bachelor Degree or above  Please tick the Occupational group (refer to Parental Occupations—Section 10)

Year 11  Advanced Diploma/Diploma

Year 10  Certificate I to IV (including Trade Certificate)  Country of Birth

Year 9 (or equivalent or below)  No non-school qualification

Religion  Pension No.  Medicare No.

Nationality  Language(s) spoken at home

Are you the person who will be responsible for paying fees? Yes  No  Signature: \_\_\_\_\_

## SECTION 9 – Mother/Guardian – Residing at Same Address

PLEASE PRINT

Complete both Sections A and B

Office Use Only

### SECTION A— MOTHER OR GUARDIAN

Contact No.

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Title  Given Name (s)  Surname

Relationship  Sex Please tick Male  Female

Residential Street No/Property  Street Name

Suburb/Town  State  Postcode

#### Postal

Same as above RMB/PO Box  Suburb/Town  State  Postcode

Please tick

#### OR

Residential Guardian Yes  No  Home Phone  Work Phone

Fax  Mobile  Email

Employer  Occupation

### SECTION B

Level of School Education Highest qualification Group 1  Group 2  Group 3  Group 4

Year 12  Bachelor Degree or above  Please tick the Occupational group (refer to Parental Occupations—Section 10)

Year 11  Advanced Diploma/Diploma

Year 10  Certificate I to IV (including Trade Certificate)  Country of Birth

Year 9 (or equivalent or below)  No non-school qualification

Religion  Pension No.  Medicare No.

Nationality  Language(s) spoken at home

Are you the person who will be responsible for paying fees? Yes  No  Signature: \_\_\_\_\_

## SECTION 10 – Parental Occupations Definition

Parental Occupation is defined as the main work undertaken by the parent/guardian. If a parent/guardian has more than one job, report their main job.

### GROUP 1 Senior Management in large business organisation, Government administration and Defence, and qualified professionals.

- **Senior Executive/Manager/Department Head** in industry, commerce, media or other large organisation.
- **Public Service Manager** [Section Head or above], Regional Director, Health/Education/Police/Fire Services Administrator.
- **Other Administrator** [School Principal, Faculty Head/Dean, Library/Museum/Gallery Director, Research Facility Director].
- **Defence Forces** Commissioned Officer.
- **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.
- **Health, Education, Law, Social Welfare, Engineering, Science, Computing** professional.
- **Business** [Management Consultant, Business Analyst, Accountant, Auditor, Policy Analyst, Actuary, Valuer].
- **Air/Sea Transport** [Aircraft/Ship's Captain/Officer/Pilot, Flight Officer, Flying Instructor, Air Traffic Controller].

### GROUP 2 Other Business Managers, Arts/Media/Sportspersons and Associate Professionals.

- **Owner/Manager** of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.
- **Specialist Manager** [Finance/Engineering/Production/Personnel/Industrial Relations/Sales/Marketing].
- **Financial Services Manager** [Bank Branch Manager, Finance/Investment/Insurance Broker, Credit/Loans Officer].
- **Retail Sales/Services Manager** [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency].
- **Arts/Media/Sports** [Musician, Actor, Dancer, Painter, Potter, Sculptor, Journalist, Author, Media Presenter, Photographer, Designer, Illustrator, Proof Reader, Sportsman/Woman, Coach, Trainer, Sports Official].
- **Associate Professionals** generally have diploma/technical qualifications and support managers and professionals.
  - **Health, Education, Law, Social Welfare, Engineering, Science, Computing** Technician/Associate Professional.
  - **Business/Administration** [Recruitment/Employment/Industrial Relations/Training Officer, Marketing/Advertising Specialist, Market Research Analyst, Technical Sales Representative, Retail Buyer, Office/Project Manager].
  - **Defence Forces** Senior Non-Commissioned Officer.

### GROUP 3 Tradesmen/Women, Clerks and Skilled Office, Sales and Service Staff.

- **Tradesmen/Women** generally have completed a 4 Year Trade Certificate, usually by Apprenticeship. All Tradesmen/Women are included in this group.
- **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].
- **Skilled Office, Sales and Service Staff.**
  - **Office** [Secretary, Personal Assistant, Desktop Publishing Operator, Switchboard Operator].
  - **Sales** [Company Sales Representative, Auctioneer, Insurance Agent/Assessor/Loss Adjuster, Market Researcher].
  - **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].

### GROUP 4 Machine Operators, Hospitality Staff, Assistants, Labourers and Related Workers.

- **Drivers, Mobile Plant, Production/Processing Machinery and Other Machinery Operators.**
- **Hospitality Staff** [Hotel Service Supervisor, Receptionist, Waiter, Bar Attendant, Kitchenhand, Porter, Housekeeper].
- **Office Assistants, Sales Assistants and Other Assistants.**
  - **Office** [Typist, Word Processing/Data Entry/Business Machine Operator, Receptionist, Office Assistant].
  - **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].
  - **Assistant/Aide** [Trades' Assistant, School/Teacher's Aide, Dental Assistant, Veterinary Nurse, Nursing Assistant, Museum/Gallery Attendant, Usher, Home Helper, Salon Assistant, Animal Attendant].
- **Labourers and Related Workers**
  - **Defence Forces** ranks below Senior NCO not included above.
  - **Agriculture, Horticulture, Forestry, Fishing, Mining Worker** [Farm Overseer, Shearer, Wool/hide Classer, Farm Hand, Horse Trainer, Nurseryman, Greenkeeper, Gardener, Tree Surgeon, Forestry/logging Worker, Miner, Seafarer/Fishing Hand].
  - **Other Worker** [Labourer, Factory Hand, Storeman, Guard Cleaner, Caretaker, Laundry Worker, Trolley Collector, Car Park Attendant, Crossing Supervisor].

## SECTION 11 - Emergency Contact

PLEASE PRINT

**Emergency Contact Person 1** Office Use Only  
Contact No. 

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Title  Given Name (s)  Surname

Relationship to Student  Sex Please tick Male  Female

Home Phone  Work Phone  Mobile

**Emergency Contact Person 2** Office Use Only  
Contact No. 

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Title  Given Name (s)  Surname

Relationship to Student  Sex Please tick Male  Female

Home Phone  Work Phone  Mobile

## SECTION 12 - Non Residential Parent/Guardian

PLEASE PRINT

**Please complete if there is a Parent who does not reside at the Student's Home Address** Office Use Only  
Contact No. 

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Title  Given Name (s)  Surname

Relationship  Sex Please tick Male  Female

**Residential** Street No/Property  Street Name

Suburb/Town  State  Postcode

**Postal**

Same as above RMB/PO Box  Suburb/Town  State  Postcode

Please tick

Fax  Mobile  Email

Employer  Occupation

Level of Education  Country of Birth

Religion  Pension No.  Medicare No.

Nationality  Language(s) spoken at home

Are there any Family Court Orders/Parenting Plans that have been issued in relation to the enrolling student? Yes  No

Supporting documentation must be provided

Are you the person who will be responsible for paying fees? Yes  No  Signature: \_\_\_\_\_

## SECTION 13 - Guidelines for Parents

Application for enrolment of your child in a Catholic School means that you are choosing a Catholic education for your child. It **requires your commitment** to support the philosophy, values and aims of the school and a willingness to co-operate in their implementation. Specifically it means—

- Religious Education is a core subject.
- Catholic values are emphasised.
- Academic excellence and the acquisition of skills are promoted within a Catholic framework.

**Your child is expected to adhere to the school's high standards for—**

- Behaviour, dress and self discipline.
- Application to course work and study.
- Participation in school activities, including Sports Carnivals.
- Growing in faith.

Your co-operation is essential to assist your child to attain these goals. Parents are expected to participate in the total life of the school through such events as Parent/Teacher Nights, the prayer life of the school and activities of the Parents and Friends Association.

- **Enrolment carries an obligation to pay ALL required School Fees and Levies.**
- **An inability to pay fees should not prevent you from making an application.**
- **You are urged to discuss any hardship circumstances with the School Principal.**
- **Information provided in this Enrolment Form must be updated in the event of changes.**

## SECTION 14 - Certification

PLEASE PRINT

I/we \_\_\_\_\_ have read and agree to the responsibilities stated above in 'GUIDELINES FOR PARENTS' and apply for enrolment of my/our child subject to the above conditions, including the obligation to pay all school fees. I/We recognise that false information on this form may invalidate my/our child's enrolment.

Signed \_\_\_\_\_  
Father/Male Guardian

Date \_\_\_\_\_

Signed \_\_\_\_\_  
Mother/Female Guardian

Date \_\_\_\_\_

## SECTION 15 - Medical Treatment Permission

If in time of an accident or serious illness I/we cannot be contacted I/we give permission for the Principal (or representative) to seek medical attention including Ambulance transport for my child as required.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

## SECTION 16 - Taking/Use of Photographs

I give permission for photographs of my child to be taken/used for:

School Yes  No

Diocesan Publications Yes  No

Web Page Yes  No

Local Newspapers Yes  No

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

## SECTION 17 - Inclusions

I have read the inclusions: Privacy (Standard Collection Notice) and Enrolment Policy

Yes  No

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_