## OFFICE USE

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Year:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Day Student</td>
<td></td>
<td>Boarder</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Enrolment Fee: $</th>
<th>Date:</th>
<th>Rec No:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acceptance Fee: $</td>
<td>Date:</td>
<td>Rec No:</td>
</tr>
<tr>
<td>Deposit Fee: $</td>
<td>Date:</td>
<td>Rec No:</td>
</tr>
</tbody>
</table>

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**Kinross Wolaroi School**
Locked Bag 4
(59-67 Bathurst Road),
Orange 2800 NSW
Telephone (02) 6392 0300
Facsimile (02) 6392 0410
www.kws.nsw.edu.au
# STUDENT DETAILS

<table>
<thead>
<tr>
<th>Surname:</th>
<th>Given names:</th>
<th>Preferred name:</th>
<th>Date of birth:</th>
<th>Current age:</th>
<th>Sex:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Religious denomination:</th>
<th>Nationality:</th>
<th>Country of birth:</th>
<th>Language spoken at home:</th>
</tr>
</thead>
</table>

Is the student of Aboriginal or Torres Strait Islander origin?

- [ ] No
- [ ] Yes, Aboriginal
- [x] Yes, Torres Strait Islander

For non-Australian Citizens or non-Permanent Residents of Australia. Visa category:

Proposed academic year of admission (e.g. Kindergarten, Year 7):

<table>
<thead>
<tr>
<th>Proposed year of entry: 20</th>
<th>Term:</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Day Student</td>
<td>[ ] Boarder</td>
</tr>
</tbody>
</table>

Current academic year:

Present school (if any):

Locality:

Other schools previously attended:

Sporting interests:

Other interests (e.g. music):

---

Please attach a recent photograph.
Referees:
Please supply the following details of two persons qualified to support the Student’s application.

1. Name: [ ] Phone: [ ]
   Address: [ ] Postcode: [ ]
   Occupation: [ ]

2. Name: [ ] Phone: [ ]
   Address: [ ] Postcode: [ ]
   Occupation: [ ]

PRE PREP ENROLMENT

Pre Prep enrolment caters for children in the year before Kindergarten entry. Age cut off is 30th of April.

Proposed year of entry:

Days requested: [ ] Monday [ ] Tuesday [ ] Wednesday [ ] Thursday [ ] Friday

Please note that days requested are not guaranteed. Days will be advised at the time of enrolment confirmation.

EDUCATION AND LEARNING NEEDS

a) Does your child have a known or suspected disability eg intellectual, physical, learning, socio-emotional, hearing, vision, mental health diagnosis and/or medical (long term illness/disease)?

   [ ] Yes [ ] No

   If yes, please identify the disability:

   Diagnosed by: [ ] Date of diagnosis: [ ]

   Please attach any relevant reports with the application. I have attached the reports. [ ] Yes [ ] No

   If there is NO diagnosis, does your child exhibit any characteristic features which lead you to believe that a disability may exist and consequently impact on your child’s education?

b) Does your child have any special gifts or talents eg identified as a highly abled child, elite sportsperson and the like?

   [ ] Yes [ ] No
If yes, is there a report (educational psychologist, SB-VI, WISC etc) that will be submitted with the application? □ Yes □ No

Please identify the particular area of high ability eg intellectual, creative, leadership, athletic and the like?

<table>
<thead>
<tr>
<th>c) Is your child from an English as a second language/indigenous background?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>d) Is your child on any regular prescribed medication? Eg epilepsy, ADD, asthma, allergies and the like?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

If yes, what is the medication and how does it impact on your child’s learning and/or participation in school programs?

---

**Allied Professionals:**

<table>
<thead>
<tr>
<th>a) Has your child been assessed by or required the services of any allied professionals such as psychologist, physiotherapist, occupational therapist, speech pathologist, or the like?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

If yes, please describe the type of services or assessments undertaken.

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<table>
<thead>
<tr>
<th>b) Are there any reports from these agencies available to the school e.g. Language assessments (CELF), IRLEN/dyslexia reports and the like?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

If yes, please attach to this application.

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<table>
<thead>
<tr>
<th>c) Were any specific adjustments provided in your child’s previous school setting? E.g. modified tasks, extra time, scribe, microphones, separate supervision and the like?</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes □ No</td>
</tr>
</tbody>
</table>

If yes, please describe the adjustments provided.
Participation in school programs:

Were there any specific adjustments provided to assist in your child’s ability to participate in sports, PE, cadets, camps, excursions and the like?

☐ Yes  ☐ No  If yes, please describe the adjustments provided.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Addition comments:

Note: As requested, please supply supporting documentation that provides further details.

Are there any comments regarding your child’s education to which you wish to draw the school’s attention to?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Is the student related to any past or present students, or those already enrolled to attend?

☐ Yes  ☐ No  If so, to whom and what is the relationship?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
# PARTICULARS OF PARENTS

**Father (Natural):**

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
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<tbody>
<tr>
<td>Given names:</td>
<td></td>
</tr>
<tr>
<td>Title:</td>
<td></td>
</tr>
<tr>
<td>Surname:</td>
<td></td>
</tr>
<tr>
<td>Name used:</td>
<td></td>
</tr>
<tr>
<td>Residential address:</td>
<td></td>
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<tr>
<td>Postcode:</td>
<td></td>
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<tr>
<td>Phone:</td>
<td></td>
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<tr>
<td>Fax:</td>
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<tr>
<td>Mobile:</td>
<td></td>
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<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

Profession or occupation (If Company Director, Manager etc, state name(s) of companies and nature of business) (See list of descriptors):

<table>
<thead>
<tr>
<th>Business name and address:</th>
<th></th>
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<tbody>
<tr>
<td>Postcode:</td>
<td></td>
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</tbody>
</table>

**Mother (Natural):**

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Given names:</td>
<td></td>
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<tr>
<td>Title:</td>
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<td>Postcode:</td>
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</table>

**Guardian:**

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
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<tbody>
<tr>
<td>Given names:</td>
<td></td>
</tr>
<tr>
<td>Title:</td>
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</thead>
<tbody>
<tr>
<td>Postcode:</td>
<td></td>
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</tbody>
</table>
Mailing Address: (if different from residential address)

Address: ____________________________ Postcode: ____________________________

Person to whom accounts are to be sent:

Name: ____________________________

Address: ____________________________ Postcode: ____________________________

Complete if natural parents are not living together: (select all appropriate options)

☐ Parents separated
☐ Parents divorced
☐ Father deceased
☐ Mother deceased
☐ Father remarried
☐ Mother remarried
☐ Student living with father
☐ Student living with mother
☐ Student living with guardian

With whom does the school communicate regarding day to day matters?

☐ Mother
☐ Father
☐ Guardian

Please list any special circumstances (eg. court orders) of which the School should be aware. Copies of relevant parenting orders should be attached.

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Is either parent (or guardian) an ex-student of Wolaroi, PLC or Kinross Wolaroi?

☐ Yes ☐ No

If Yes, which parent and which school?

__________________________________________________________________________

Years attended: ____________________________ Year in which LC or HSC would have been completed: ____________________________

Mother (or guardian’s) maiden name if an ex-student: ____________________________

Other family connections with the School (i.e. relative): ____________________________
As you may be aware the State and Federal Education Departments have introduced a major initiative in regards to the national reporting on student outcomes in education. NAPLAN (National Assessment Program – Literacy and Numeracy) require the information below to be completed in association with the testing that your child will take part in.

First language spoken at home:

By Mother:

By Father:

The highest year of Primary or Secondary schooling the parents/guardians have completed?

- Year 12 or equivalent
  - Mother
  - Father
- Year 11 or equivalent
  - Mother
  - Father
- Year 10 or equivalent
  - Mother
  - Father
- Year 9 or equivalent or below
  - Mother
  - Father

The highest qualification the parents/guardians have completed?

- Masters/Doctorate
  - Mother
  - Father
- Bachelor degree
  - Mother
  - Father
- Advanced Diploma/Diploma
  - Mother
  - Father
- Certificate
  - Mother
  - Father
- No Non-School qualifications
  - Mother
  - Father
- Not stated/unknown
  - Mother
  - Father

A list of occupation groups is included on the following page to assist with answering the section relating to parents’ occupation.

What is the occupation group of the Mother?

What is the occupation group of the Father?
**LIST OF PARENTAL OCCUPATION GROUPS**

**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.


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 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/refuge/child care worker; nanny, meter reader, parking inspector; postal worker; courier; travel agent; tour guide, flight attendant; fitness instructor; casino dealer/ supervisor].

**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.


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 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, kitchen hand, 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].
ENROLMENT TERMS

1. THE APPLICATION PROCESS

1.1 By signing this application we request Kinross Wolaroi School, Orange (the “School”) to accept the child identified in this application (the “student”) for enrolment as a student at the School on these terms.

1.2 Before the School determines whether or not to accept this application:

• the prospective student is generally required to attend an interview with the Principal at the School;
• the School may require the prospective student to sit an entrance examination;
• we must provide the School with the following information:
  – the 2 most recent school reports for the student;
  – the student’s most recent NAPLAN report;
  – a copy of the student’s birth certificate;
• the School may require additional information from us or meetings with the Principal or other staff; and
• the non-refundable enrolment fee to cover the cost of processing this application must be paid to the School.

1.3 If the School accepts this application it will notify us in writing.

1.4 The School has absolute discretion to determine whether or not to accept this application and need not give any reasons for its decision.

2. OUR ACKNOWLEDGMENTS, DECLARATIONS AND UNDERTAKINGS

Acknowledgments

2.1 We acknowledge that:

• we have read and understood all information provided by the School to us (including, without limitation, the Prospectus, the Student Behaviour Management Policy and the relevant Fee Schedule);
• subjects, programmes or activities offered by the School may change at any time; and
• the student is responsible for their personal belongings and the School is not liable for any loss of, or damage to, those belongings.

2.2 We declare that:

• all information provided to the School (including, without limitation, the student’s completed medical form) is correct, complete and not misleading;
• we have fully disclosed any special needs (including, without limitation, any medical, physical, learning or psychological needs).

Undertakings

2.3 We agree to:

• do our best to support, and ensure the student acts in accordance with, the rules and policies of the School including, without limitation, uniform, behaviour and discipline policies; and
• promptly notify the School if any information (for example, medical information or special needs information) which we have provided to the School becomes incorrect or otherwise changes.

3. FEES AND CHARGES

Initial fees

3.1 If the School accepts this application we agree to pay, promptly after we receive notification of acceptance:

• the acceptance fee; and
• the deposit,

each as specified in the Fee Schedule for the relevant year.

The School does not require more than a total of 3 boarders’ deposits for a family at any one time.

Our agreement to pay

3.2 We agree to pay all applicable fees and charges in accordance with the Fee Schedule for the relevant year. The School issues the Fee Schedule for a year before the beginning of the relevant year.

3.3 We also agree to pay for all extra goods and services provided by the School to the Student as invoiced to us.

Deposit arrangements

3.4 We acknowledge that we are not entitled to any interest on the deposit. However, the School may invest the deposit or use it in any manner it considers appropriate.

3.5 We may ask for a refund of the deposit:

• in writing within 12 months of the date on which the student leaves the School; and
• provided we have paid all amounts we owe the School.

We acknowledge that the School may apply the deposit to satisfy any amount we owe the School.

The School refunds deposits requested in accordance with this clause during February in the year after the student has left the School. If we do not ask for a refund in accordance with this clause the deposit is taken to be donated to the Building Fund or the Kinross Wolaroi Foundation, as the School determines.

3.6 Rules relating to the Deposit

• The Deposit guarantees the student a place at KWS subject to the required interview.
  The deposit is forfeited if the enrolment is cancelled prior to the student commencing at the School
• The Deposit is only refunded when the School, for any reason, is unable to offer the student an enrolment.
• The Deposit will be refunded, upon written request, within 12 months of the date on which the student leaves the School and provided all amounts owing to the school have been paid in full.

What may happen if we fail to pay?

3.7 We acknowledge that if fees are not paid when due, the School may:

• suspend the Student until a satisfactory arrangement for payment is made;
• terminate the enrolment of the Student at the end of the current term;
• exclude a Year 12 Student from sitting final exams at the School.
3.8 The School may take all actions it considers appropriate to collect amounts we owe the School. We agree to reimburse the School for all liability, loss, costs and expenses (including, without limitation, legal fees and debt recovery agents) in connection with our failure to pay any amount we owe the School.

3.9 We agree to pay a default charge on any amount due and payable by us to the School but which is not paid within 30 days after its due date. The default charge is calculated at the rate specified in the Fee Schedule on the balance owing from the due date until the balance owing is paid in full.

3.10 Goods and services Tax (“GST”) (currently 10%) may apply to some fees and charges payable to the School. We acknowledge that GST is included in the total boarding fee. However, if the rate of GST is changed or, for any reason, GST becomes payable in respect of any other fees and charges payable by us to the School, the School may change the boarding fee or any other fee or charge accordingly.

4. CONSENTS AND AUTHORITIES WE GIVE

Use of student information

4.1 Unless we notify the Principal in writing within 7 days after notification of acceptance, we consent to:

- the student being identified (including being named, photographed, recorded in audio, video or other digital media) in material used to promote the School (for example, in School programs, records of achievement, publications, digital media or the School’s or affiliate’s websites), with media organisations and other interested parties; and
- information described above being stored, published or transmitted using internal and external archives and databases.

Additional goods and services

4.2 We authorise the School to incur expenses on our behalf for items the School considers necessary for the student (for example, medical and dental expenses, books, stationery and clothing).

Medical treatment

4.3 If the student is injured or ill and requires urgent hospital or medical treatment (for example, injections, blood transfusions or surgery), we authorise the Principal, or in their absence, a responsible member of the School staff delegated by the Principal, to give any necessary authority for the treatment. We agree that neither the School, the Principal nor any staff member is liable to us or the student for any action they take under this clause.

Ex-students database

4.4 If the student leaves the School after completing at least one full academic year we consent to their name and address being included on the Ex-students’ database.

5. ABSENCE, WITHDRAWAL AND EXCLUSION OF A STUDENT

Absence

5.1 We acknowledge that, if the student is absent from School, we are not entitled to any deduction from, or refund of, fees. However, we understand that we may voluntarily insure against absence for illness or accident through an insurance scheme provided by the School. (Contact the Business Manager’s office for details.)

Notice of withdrawal

5.2 If we want to withdraw the student we must give the Principal at least one full term’s prior notice in writing. If we do not do so we agree to pay the equivalent of a Term Payment as set out in the Fee Schedule for the relevant year.

Exclusion

5.3 The student may be permanently or temporarily excluded from the School by the Principal (or any person authorised by the Principal to take such action) if they consider the student:

- is guilty of a serious breach of the School’s rules or policies; or
- has otherwise engaged in conduct which is prejudicial to the School, its students or staff.

5.4 The student may be permanently excluded from the School if the Principal considers that a mutually beneficial relationship of trust and co-operation between a parent or guardian and the School has broken down.

5.5 Before the School exercises its power under either clause 5.3 or clause 5.4 it will provide us with details of the conduct upon which a decision to exclude the student is based.

5.6 We acknowledge that no reduction or refund of fees applies to an excluded student.

6. AMENDMENT

6.1 These terms of enrolment (including the Fee Schedule) may be amended by the School at any time by notice to us.