



# Application for Admission

**Westminster School**

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## PLEASE READ BEFORE COMPLETING THIS APPLICATION FOR ADMISSION

### 1 Boarders

Boarders may be accepted into any year group from Year 7 to Year 12, provided places are available.

### 2 Homestay

Homestay (or Private Board) can be arranged through the School with families living close to the School if required or if the Boarding House is full.

### 3 Age

Applications may be lodged as soon as desired after the child's birth. The earlier the application is lodged the more likely it is to be successful. It is recommended that Preparatory School children start as close to their 5th birthday as possible. If they turn 5 between 1st January and 30th June they may begin in February of that year. If they turn 5 between 1st July and 31<sup>st</sup> December they may begin the following February. It is possible that entry at the beginning of Term 3 may be available in the year preceding the remainder of their year group starting in February. That would mean 6 terms of reception. We will help you assess the readiness socially, emotionally and academically of your child.

### 4 Priority Listing

The enrolment policy of Westminster School Council provides for preference being given to families already connected with the School, such as children of Old Scholars. Where there are more applicants than the School has places to offer at any level, consideration will be given to other factors in determining priority order. The School's complete enrolment policy is available on request from the Registrar.

### 5 Application Fee

When a child's name is entered on the list, an application fee of \$50 is payable. This fee is not refundable.

### 6 Confirmation

Two years before the date of entry, parents may be sent an Enrolment Agreement, which confirms that there is a place at the School for the child. The return of the completed Enrolment Agreement form confirms the agreement between parents and School. Parents who accept the Enrolment Agreement for their child will be asked to pay an enrolment fee – to confirm the enrolment.

### 7 Change of Address or Intention

Any change of address or intention to cancel this application should be forwarded to the School so that records held by the School are correct.

### STANDARD COLLECTION NOTICE

**Westminster School collects personal information, including sensitive information about students and parents/guardians before and during the course of a student's application and enrolment at the School. The primary purpose of collecting this information is to enable the School to provide schooling and other services for your son/daughter.**

- 1 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.
- 2 Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health, Child Protection laws and Visa status.
- 3 Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act.
- 4 The School from time to time discloses personal and sensitive information to others for administrative and educational purposes. The disclosure can include other schools, government departments, medical practitioners, and to those providing services to the School, including specialist visiting teachers, sport coaches and volunteers.
- 5 If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment for your son/daughter.
- 6 Personal information collected from students is regularly disclosed to their parents/guardians. On occasions information (written or photographic) such as academic and sporting achievements, student activities and other news is published in School newsletters, magazines, on our website and used for publicity purposed or given to appropriate external parties for publicity purposes.
- 7 Parents/Guardians may seek access to personal information collected about them and their son/daughter by contacting the School. Students may also seek access to personal information 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.
- 8 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.



# APPLICATION FOR ADMISSION

To the Registrar, Westminster School Inc.  
 Alison Avenue, MARION, SOUTH AUSTRALIA 5043  
 With reference to the application for admission of:

## Student

Family Name \_\_\_\_\_  
 Given Names \_\_\_\_\_  
 Preferred Name \_\_\_\_\_  
 Date of Birth \_\_\_\_\_  
 Gender  Boy  Girl  
 Name of Present School/Pre-School \_\_\_\_\_  
 Present Year Level (Grade) \_\_\_\_\_  
 in the Calendar Year of 20 \_\_\_\_\_  
 Proposed Term of Entry \_\_\_\_\_  
 Proposed Calendar Year of Entry 20 \_\_\_\_\_  
 Proposed Level (Grade) at Entry \_\_\_\_\_  
 Religious Denomination (optional) \_\_\_\_\_

## Type of Student

Day Student  Boarder  Homestay

## Resident Status

Australian Resident  Yes  No

Is this student of Aboriginal or Torres Strait Islander origin?  
*(for persons of both Aboriginal and Torres Strait Islander origin, mark both 'yes' boxes).*

No  Yes Aboriginal  Yes, Torres Strait Islander

In which country was the student born?

Australia  Other *(please specify)* \_\_\_\_\_

## Father / Guardian

Family Name (Mr/Dr etc.) \_\_\_\_\_  
 Given Names \_\_\_\_\_  
 Preferred Name \_\_\_\_\_  
 Home Address \_\_\_\_\_  
 \_\_\_\_\_ Post Code \_\_\_\_\_  
 Postal Address \_\_\_\_\_  
 \_\_\_\_\_ Post Code \_\_\_\_\_  
 Tel.(Home) \_\_\_\_\_ (Bus.) \_\_\_\_\_  
 Mobile \_\_\_\_\_  
 Email \_\_\_\_\_  
 Occupation \_\_\_\_\_  
 Industry \_\_\_\_\_  
 Name of Business \_\_\_\_\_  
 Is Father an Old Scholar  No  Yes House \_\_\_\_\_  
 Alumni Year (Year of Year 12) \_\_\_\_\_  
 Prep School  No  Yes House \_\_\_\_\_

## Mother / Guardian

Family Name (Ms/Mrs/Dr etc.) \_\_\_\_\_  
 Given Names \_\_\_\_\_  
 Preferred Name \_\_\_\_\_  
 Home Address \_\_\_\_\_  
 \_\_\_\_\_ Post Code \_\_\_\_\_  
 Postal Address \_\_\_\_\_  
 \_\_\_\_\_ Post Code \_\_\_\_\_  
 Tel. (Home) \_\_\_\_\_ (Bus.) \_\_\_\_\_  
 Mobile \_\_\_\_\_  
 Email \_\_\_\_\_  
 Occupation \_\_\_\_\_  
 Industry \_\_\_\_\_  
 Name of Business \_\_\_\_\_  
 Is Mother an Old Scholar  No  Yes House \_\_\_\_\_  
 Alumni Year (Year of Year 12) \_\_\_\_\_  
 Prep School  No  Yes House \_\_\_\_\_

## Are Parents

Separated ?  Yes  No Divorced ?  Yes  No

If so, with whom does the student live most of the time? Mail to:  
 Mother  Mother  Father  
 Father  Both

Does the student speak any other language apart from English as their original/preferred language?

Yes  No *If so, please specify which language?*

Student \_\_\_\_\_

Do parents speak any other language apart from English as their original/preferred language?

Yes  No *If so, please specify which language?*

Father/ Guardian \_\_\_\_\_

Mother/ Guardian \_\_\_\_\_

What is the highest year of primary or secondary school the parents / guardians have completed?

	Mother / Guardian	Father / Guardian
Year 12 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 11 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 10 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 8 or equivalent or below	<input type="checkbox"/>	<input type="checkbox"/>

What is the level of the highest qualification the parents / guardians have completed?

	Mother / Guardian	Father / Guardian
Bachelor degree or above	<input type="checkbox"/>	<input type="checkbox"/>
Advanced diploma/Diploma	<input type="checkbox"/>	<input type="checkbox"/>
Certificate I to IV (including Trade certificate)	<input type="checkbox"/>	<input type="checkbox"/>
No non-school qualification	<input type="checkbox"/>	<input type="checkbox"/>

# APPLICATION FOR ADMISSION

Does the student have any special needs?  Yes  No

\_\_\_\_\_

### Educational Needs

Does your child have a known disability e.g. intellectual, physical, hearing, vision or emotional?

Yes  No ... if yes ...

Name of disability \_\_\_\_\_

Diagnosed by \_\_\_\_\_

Date of diagnosis \_\_\_\_\_

Report available for Westminster School  Yes  No

Have your child's eyes been tested? \_\_\_\_\_

Does your child need to wear glasses, have vision aids, scribes, tutors, etc.? \_\_\_\_\_

Has your child had a HEARING test? \_\_\_\_\_

Does your child need aids, acoustic considerations in the classroom? \_\_\_\_\_

### Support

Has your child ever received support from others, e.g. tutoring, psychologist, physiotherapist, occupational therapist, speech pathologist, access assistants?

\_\_\_\_\_  
\_\_\_\_\_

If yes, which community services or private practices are involved? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are the reports from these agencies available to the School? \_\_\_\_\_

What support did your child receive in his/her previous setting? \_\_\_\_\_

What support did your child receive for behaviour, learning or emotional issues? \_\_\_\_\_

Will your child require particular arrangements or consideration to participate in sports, games, camps and excursions? \_\_\_\_\_

Is your child on any regular prescribed medication e.g. epilepsy, ADD, asthma, allergies? \_\_\_\_\_

Is your child from an English as a second language/ indigenous background? \_\_\_\_\_

Can your child communicate effectively in English for their age? \_\_\_\_\_

Can your child manage personal care needs independently (toilet, dressing, eating)? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Names of other children in family Currently Enrolled

\_\_\_\_\_ Age \_\_\_\_\_  Yes  No

\_\_\_\_\_ Age \_\_\_\_\_  Yes  No

\_\_\_\_\_ Age \_\_\_\_\_  Yes  No

Have you toured Westminster School  Yes  No

\_\_\_\_\_  
Signature of Father / Guardian

\_\_\_\_\_  
Signature of Mother / Guardian

\_\_\_\_\_  
Signature of Third Party (if required)

Name (please print) \_\_\_\_\_

Date \_\_\_\_\_

### Payment by Credit Card

Amount \$50.00 \_\_\_\_\_

Visa  MasterCard

□□□□ □□□□ □□□□ □□□□

Exp □□/□□ CCV No. (last 3 digits on back of card) □□□

Name as it appears on the card \_\_\_\_\_

Signature \_\_\_\_\_

### Payment by Cheque

Enclosed

### Payment by Cash

Enclosed

Please supply a copy of the student's last school report when returning this Application form.

Failure to accurately complete all sections of the Application (forms) may result in the School's inability to accommodate your child's individual needs and may affect your child's continued enrolment.

