

APPLICATION FOR ENROLMENT

GENERAL INFORMATION (FOR ALL ENROLMENTS)

This is an application only and not an enrolment.

A parent/responsible person applying to enrol a child in a public school should complete this *Application for Enrolment* form. Only permanent Australian residents and those children holding an approved visa subclass number are eligible to enrol in public schools.

Before you submit this application, please contact the school of your choice to find out about the school policies and whether required courses (Year 8 onwards) and facilities are available for your child.

Please complete one form for each child. You will also be required to show proof of your child's date of birth (**usually birth certificate AND immunisation certificate**) and of your usual place of residence. An example of this would be a utilities account (electricity, water or telephone) showing your name and usual place of residence.

APPLICATIONS FOR KINDERGARTEN, PRE-PRIMARY, YEAR 1 OR SECONDARY SCHOOL FOR THE FIRST TIME

Applications for the first round of offers for Kindergarten, Pre-primary, Year 1 or Year 8 are accepted any time during the year before attending until the closing date. This is usually the last Friday in July. Applications after this date will be considered on a case by case basis, in accordance with the *Enrolment* policy and classroom availability.

Once accepted, you will be required to complete enrolment procedures at the school. Parents should bring evidence of the child's legal name, immunisation records, immigration records (if applicable) and medical information. Any Family Court Orders or parenting plans registered with the Family Court should also be made available at the time of enrolment.

If your Application for Enrolment is not accepted, you will be advised in writing within three weeks of the advertised closing date for applications.

APPLICATIONS TO CHANGE SCHOOLS

Please refer to the General Information above.

You will be notified by the principal at the earliest possible opportunity if your application is accepted. In the majority of cases, parents will be advised within two working days

Once accepted, you will be required to complete enrolment procedures at the school. Parents should bring evidence of the child's legal name, immunisation records, immigration records (if applicable) and medical information.

You will also need to supply evidence of your child's progress from the previous school. This can be in the form of reports, records or samples of work.

Any Family Court Orders or parenting plans registered with the Family Court should also be made available at the time of enrolment.

If your child has gained enrolment from outside the local-intake area into a specialist program, their siblings will not be guaranteed enrolment in the school.

For a student with a disability who has significant and complex support needs, the principal will negotiate with the parent/responsible person the day on which the student will begin attending if the necessary teaching and learning adjustments are not immediately available at the time of enrolment.

Please note: It is a requirement of the Department of Education that any information on suspensions and exclusions is provided to the school at the time of applying to enrol a child. This information will help the school to provide your child with the appropriate support, if required. Children currently under suspension from a public school cannot be enrolled at another public school until the suspension period expires. Children who have previously been suspended or excluded from a public school may be required to enter into a behaviour agreement with the school if enrolment is accepted.

B.1 TRANSPORT

If you are applying to attend a school other than your local school, transport will be your responsibility. All enquiries regarding school bus services should be directed either to the school where the *Application for Enrolment* is being submitted or to the Public Transport Authority.

B.2 APPEALS

Should you disagree with a school's decision regarding your *Application for Enrolment* you can appeal to the District Education Office in the district in which the school is located.

The District Education Office will then seek to verify whether the process for managing *Applications for Enrolment* have complied with Departmental policies and guidelines. Prior to submitting an appeal, however, it is recommended that you contact the principal or the Manager District Operations at the District Education Office to discuss your grievance informally. Appeal forms are available at Appendix C1, or from the school or the District Education Office.

For parents of students with a disability - If you remain dissatisfied with the decision about placement of your child, you may request an independent review of the decision. You should put your request in writing to the Director General of Education, through the relevant Director Schools. A Disabilities Advisory Panel will be convened to review the placement decision. An opportunity will be provided by the panel for you to present your case. The Director Schools will be able to provide you with detailed information about the panel.

B.3 CONFIDENTIALITY

All information provided on this form will be treated confidentially. Section 242 of the *School Education Act 1999* and the Department of Education's *Information Privacy and Security policy* preclude this information from being used for any purpose other than:

- to determine whether your application for enrolment can be accepted;
- to assist the school with addressing any needs for your child if enrolment is accepted; and
- to comply with legal requirements or ministerial directions.

B.4 APPLICATION FOR ENROLMENT FORM LANCELIN PRIMARY SCHOOL 2018

WESTERN AUSTRALIAN PUBLIC SCHOOL

***Please read the attached general information sheet and submit to the school of your choice.*

OFFICE USE ONLY

Date received: _____
 Birth certificate sighted: YES NO
 Visa sighted YES NO
 Family Court Order sighted YES NO

1. PERSONAL DETAILS (PLEASE PRINT ALL DETAILS BELOW)			
Child's surname	Given names	Date of birth	Sex (M /F)
Surname of parent/responsible person	Given names	Mr/Mrs/Ms	
Residential Address (must be completed)			Postcode
Nearest intersecting street			
Postal Address (if different from residential address)			Postcode
Telephone – Home	Mobile Phone No		
Work (if convenient)	Email		
Are there any Family Court Orders regarding the day to day or long term care, welfare and development of the child? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/>			
If applicable, year level child currently enrolled in (e.g. Year 7)			
If applicable, name of school at which the child is currently or was last enrolled:			
Are you applying to enrol in a specialist program at this school? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> Name of specialist program:			
Will there be any brothers or sisters attending this school? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> Names and year levels:			
** Is your child currently under suspension from a school? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> If yes, name of school:			
** Has your child ever been excluded from a school? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> N/A <input type="checkbox"/> If yes, name of school:			
2. PERMANENT RESIDENT OF AUSTRALIA? Please indicate (√) YES <input type="checkbox"/> NO <input type="checkbox"/> If no, please indicate date entered Australia: _____ VISA SUB CLASS No: _____			
3. DISABILITY/MEDICAL CONDITION? This information will assist the school principal with considering whether any specific or additional resources are required and available to assist the school with providing the best educational program for your child. Please indicate (√)			
Physical YES <input type="checkbox"/> NO <input type="checkbox"/>	Intellectual YES <input type="checkbox"/> NO <input type="checkbox"/>	Other YES <input type="checkbox"/> NO <input type="checkbox"/>	Medical Condition YES <input type="checkbox"/> NO <input type="checkbox"/>
Please outline nature of disability/medical condition:			
I declare that the information provided on this form is true. <i>If applying for a Kindergarten or Pre-primary program, I also declare that this is the ONLY application I have made.</i>			
Signature of parent/responsible person _____			Date _____
Signature of parent/responsible person _____			Date _____
Signature of parent/responsible person _____			Date _____
<i>** These questions are unlikely to apply to Kindergarten and Pre-primary children.</i>			



Lancelin Primary School

53 Gingin Road
Lancelin WA 6044
Phone: 08 9655 1077 Fax: 08 9655 1683

SCHOOL ENROLMENT FORM

Please complete this WA Public School Enrolment Form and return it to the school for confirmation of your child's enrolment. *Family details should include details of parents, guardians or carers residing at the same address as the student being enrolled.* Any details relating to parents not residing with the child may be included in the parent/guardian/carer details section of this form. Please place **X** in provided.

When you enrol your child at this school, please check that you have the following:

- Birth certificate**
- Identity documents (if applicable)
- Immunisation certificate**
- Court order (if applicable)
- Proof of address

If your child was not born in Australia, you must provide the following:

- Evidence of the date of entry into Australia
- Passport or travel documents
- Current visa and previous visas (if applicable)

In addition, if your child is a temporary visa holder you must provide the following:

- Confirmation of enrolment or evidence of permission to transfer provided by Education and Training International (if holding an International full fee student visa, sub class 571)
- or
- Evidence of the visitor and temporary resident visa (other than sub class 571 referred to above)
- or
- Evidence of the visa for which the student has applied (if the student holds a bridging visa)

Information to be provided

Where an item is marked with an asterisk (*) the information must be provided.

This information is required by the Western Australian Department of Education and Training to meet legal obligations. All other information is needed to meet the purposes outlined below.

While it is not a legal requirement to provide all of the details requested in this enrolment form, the information is sought to enable the Department to:

- undertake administrative and child/student care responsibilities including maintaining emergency contact information;
- communicate with you about important matters;
- provide first aid and plan for health support requirements;
- collect necessary statistical information and undertake analysis of the composition and performance of the student population; and
- meet State and national reporting requirements.

It is compulsory to advise of change of details in relation to the child's name, usual place of residence and/or name and usual place of residence of parent/guardian/carer.

Security and confidentiality

The information provided in this enrolment form is stored securely in local school and Department databases. The management of these databases is governed by State and Department policies to ensure security, privacy and confidentiality.

Assistance with completing this form

If you require assistance completing this form, including translation services, please contact your school.

Parental Occupation Groups:
(Relates to questions in Parent/Guardian/Carer 1 and Parent/Guardian/Carer 2 sections)

GROUP 1	GROUP 2	GROUP 3	GROUP 4
<p>Senior management in large business organisation, government administration & defence, and qualified professionals</p> <p>Senior executive/ manager/ department head in industry, commerce, media or other large organisation</p> <p>Public service manager(section head or above), regional director, health/education/police/ fire services administrator</p> <p>Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director]</p> <p>Defence Forces Commissioned Officer</p> <p>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</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing professional.</p> <p>Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]</p> <p>Air/sea transport [aircraft/ships captain/officer/pilot, flight officer, flying instructor, air traffic controller]</p>	<p>Other business managers, arts/media/sportspersons and associate professionals</p> <p>Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business.</p> <p>Specialist manager [finance/engineering/production/ personnel/industrial relations/ sales/marketing]</p> <p>Financial services manager [bank branch manager, finance/ investment/insurance broker, credit/loans officer]</p> <p>Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency]</p> <p>Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/ woman, coach, trainer, sports official]</p> <p>Associate professionals generally have diploma/technical qualifications and support managers and professionals</p> <p>Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional.</p> <p>Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]</p> <p>Defence Forces senior Non-Commissioned Officer.</p>	<p>Tradesmen/women, clerks and skilled office, sales and service staff</p> <p>Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.</p> <p>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]</p> <p>Skilled office, sales and service staff</p> <p>Office [secretary, personal assistant, desktop publishing operator, switchboard operator]</p> <p>Sales [company sales representative, auctioneer, insurance agent/ assessor/loss adjuster, market researcher]</p> <p>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]</p>	<p>Machine operators, hospitality staff, assistants, labourers and related workers</p> <p>Drivers, mobile plant, production/processing machinery and other machinery operators</p> <p>Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper]</p> <p>Office assistants, sales assistants and other assistants</p> <p>Office [typist, word processing/data entry/business machine operator, receptionist, office assistant]</p> <p>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]</p> <p>Assistant/aide [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]</p> <p>Labourers and related workers</p> <p>Defence Forces ranks below senior NCO not included in other groups</p> <p>Agriculture, horticulture, forestry, fishing, mining worker [farm overseer, shearer, wool/hide classer, farmhand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]</p> <p>Other worker [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]</p>

LANCELIN PRIMARY SCHOOL ENROLMENT FORM

Child Details

* Surname:

* Legal Surname

1st Name:

* 2nd Name:

Preferred name:

Email address:

* Date of birth:

Sex:

Male

Female

Residential address:

Postcode:

Tel:

Mobile:

Fax:

SCHOOL USE ONLY

Year level:

Form/class:

Names of brothers and sisters attending this school:

*Is this child in the care of the Department for Community Development's (DCD) chief executive officer?

YES NO

If YES, please specify the name of the DCD case manager, DCD district and contact telephone number.

*Is this child subject to any court orders in respect of his/her care, welfare and development?

YES NO If YES, please specify and attach supporting documentation.

Parent/Guardian/Carer Details

Child lives with:

Parent/guardian/carers 1

Parent/guardian/carers 2

Both parents

Neither parent

Is this student subject to Access Restriction?

YES

NO

If YES, please attach supporting documentation.

Emergency Contact

* Indicate, by placing a number in the box, the order in which the following people should be contacted in an emergency. Telephone number must be specified for the *preferred emergency contact*.

Parent/guardian/carers 1

Parent/guardian/carers 2

Other contacts

Parent/Guardian/Carer 1 Details

Title: _____ *First name: _____ *Surname: _____

Please indicate relationship to the child: _____

*Postal address (if different from child's residential address):

*Tel: _____ Email address: _____

Occupation/workplace: _____ *Work tel: _____ *Mobile: _____

Do you mainly speak English at home? YES NO

Do you speak a language other than English at home? *(If more than one language, indicate the one that is spoken most often.)*

NO, English only

YES, other - please specify: _____

What is the highest year of primary or secondary school you have completed?

Year 12 or equivalent

Year 11 or equivalent

Year 10 or equivalent

Year 9 or equivalent or below

What is the level of the highest qualification you have completed?

Bachelor degree or above

Advanced diploma/diploma

Certificate I to IV (including trade certificate)

No non-school qualification

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is your occupation group? [_____] *(Write 1, 2, 3, 4 or 8)*

Please select the appropriate parental occupation group from the list provided. If you are not currently in paid work but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 months, enter '8' above.

Parent/Guardian/Carer 2 Details

Title: _____ *First name: _____ *Surname: _____

Please indicate relationship to the child: _____

*Postal address (if different from child's residential address):

*Tel: _____ Email address: _____

Occupation/workplace: _____ *Work tel: _____ *Mobile: _____

Do you mainly speak English at home? YES NO

Do you speak a language other than English at home? *(If more than one language, indicate the one that is spoken most often.)*

NO, English only

YES, other - please specify: _____

What is the highest year of primary or secondary school you have completed?

Year 12 or equivalent

Year 11 or equivalent

Year 10 or equivalent

Year 9 or equivalent or below

What is the level of the highest qualification you have completed?

Bachelor degree or above

Advanced diploma/diploma

Certificate I to IV (including trade certificate)

No non-school qualification

(If you did not attend school, mark 'Year 9 or equivalent or below')

What is your occupation group? [_____] *(Write 1, 2, 3, 4 or 8)*

Please select the appropriate parental occupation group from the list provided. If you are not currently in paid work but have had a job in the last 12 months, please use your last occupation. If you have not been in paid work in the last 12 months, enter '8' above.

Other Contact(s) Details

Title: _____ First name: _____ Surname: _____

Please indicate relationship to the child: _____

*Postal address (if different from child's residential address)

*Tel: _____ Email address: _____

Occupation/workplace: _____ *Work tel: _____ *Mobile: _____

Please advise the school if there are any other contacts you would like recorded.

Child Details - Additional Information

Religion _____ Is the student to be withdrawn from religious instruction? YES NO

Is the child of Aboriginal or Torres Strait Islander origin? NO
(For students of both Aboriginal and Torres Strait Islander origin, mark both 'YES' boxes.) YES, Aboriginal
 YES, Torres Strait Islander

Does the child mainly speak English at home? YES NO

Does the child speak a language other than English at home? NO, English only
YES, other – please specify _____

Out of school intake area: YES NO Health Card: YES NO

* Citizenship: Australian Other - please specify: _____

* Permanent Resident: YES NO

* Date entered Australia: / / * Visa Sub-class No. _____

In receipt of allowance: Secondary Assistance Youth Allowance
Assistance for Isolated Children (AIC) Abstudy

Birth certificate seen (to be completed by school): YES NO Date sighted: / /

In which country was the child born? Australia Other - please specify: _____

* Previous school: _____ or _____

*If previously enrolled in Home Education, specify the Education District: _____

Movement reason (if applicable): _____

*Does the child have a disability? YES NO

If YES, please specify disability: _____

*Please indicate where you have documentation about your child's disability in any of the following areas. Copies of this documentation will be required for school records

- | | |
|--|--|
| <input type="checkbox"/> Autism Spectrum Disorder | <input type="checkbox"/> Severe mental disorder |
| <input type="checkbox"/> Deaf or hard of hearing | <input type="checkbox"/> Global Developmental Delay (prior to age 6) |
| <input type="checkbox"/> Specific speech language impairment | <input type="checkbox"/> Vision impairment |
| <input type="checkbox"/> Intellectual disability | <input type="checkbox"/> Physical disability |

Child Details – Medical / Health

Does the child have a medical condition or intensive health care need? YES NO

If YES, please specify.

- | | |
|---|---|
| <input type="checkbox"/> Allergy – Anaphylaxis | <input type="checkbox"/> Hearing condition (eg otitis media) |
| <input type="checkbox"/> Allergy – Other _____ | <input type="checkbox"/> Mental health or behavioural (eg depression, ADD/ADHD) |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Intensive health care need (eg tube feeding) |
| <input type="checkbox"/> Diabetes | <input type="checkbox"/> Seizure disorder (eg epilepsy) |
| <input type="checkbox"/> Diagnosed migraine/headaches | |

Other _____

If the child has a medical condition or intensive health care need you will also need to complete a separate Health Care Authorisation.

Medical practice (name and address): _____

Doctor's name: _____

Tel: _____

Please provide details of any other information you would like noted.

Do you have ambulance cover? YES NO

My child has a Medic Alert YES NO

Medicare NumberExpiry Date..... YES NO

Health Care Card Expiry Date..... YES NO

I agree to pay for an ambulance for my child if required in an emergency. YES NO

I give permission to call the Doctor YES NO

I give permission to administer first aid YES NO

Name of person enrolling child: _____

Signature: _____

Date: / /

OFFICE USE ONLY

Commencement date: / / Date transfer note sent: / /

Publications/internet permission form completed: YES NO

Contributions and charges billing: PG1 (%) PG2 (%) Other (%)

Immunisation records provided: YES NO

Form/class: _____ House/faction: _____

Entered on School Information System by: _____ Date: / /



Government of **Western Australia**
Department of **Education and Training**

Lancelin Primary School

53 Gingin Road
Lancelin WA 6044
Phone: 08 9655 1077 Fax: 08 9655 1683

Dear Parents

Our school now has access to the online services provided by the Department of Education and Training. These increase the range of teaching tools available to staff and will enhance the opportunities available to students.

I am writing to you to seek approval for your child to be given access to these online services. This will involve the school using the student's full name, preferred name, class and year to create a unique online services account.

The Department's online services currently provide:

- individual email accounts for all students and staff;
- access to the internet, with all reasonable care taken by schools to monitor and control students' access to web sites while at school;
- access to email services from home if the home computer is connected to the Internet;
- access to the Online Teaching and Learning System (OTLS); and
- access to Instant Messaging.

If you agree to your son or daughter making use of these online services, please complete the permission slip attached to this letter. You will also need to ensure that your son or daughter reads or understands the acceptable usage agreement, also attached to this letter, before the permission slip is signed. Both signed documents should be returned to school so that an online services account can be created for your child.

Please note that while every reasonable effort is made by schools and the Department to prevent student exposure to inappropriate online content when using the Department's Online Services, it is not possible to completely eliminate the risk of such exposure.

You should also be aware that general Internet browsing by your child from home or locations other than school is **not** monitored or filtered by the Department since it is not conducted via the Department's online services and that you are responsible for supervision of your child's use of the internet from home.

Yours sincerely

Mrs Angela Wilkinson

Principal

LANCELIN PRIMARY SCHOOL

ACCEPTABLE USAGE AGREEMENT FOR PRIMARY STUDENTS K-3

On-line Rules

I agree to follow the on-line rules set out below when I use the internet or a log-on account:

- I will ask the teacher first before using the school computer.
- I will not give my password out to others.
- I will not let other people log-on to my account without checking with the teacher first.
- I will tell the teacher if I think someone is using my log-on account.
- I will tell the teacher if I see anything that makes me feel uncomfortable.
- I will only use work from the internet if I have asked the teacher.
- If I download work or pictures from the internet I will say where it comes from.
- I will not give out my name, phone number, address, name of the school, photographs or other details about myself or others without checking with the teacher first.
- I will take care when using the computer equipment and will not change the computer settings.
- I will not use the school computers to be mean, rude or unkind about other people.

I understand that:

- If I use the internet or my log-on account in a way that I shouldn't I may not be able to use these in the future.
- I may be legally liable for misuse of the computer and the police may be contacted.

LANCELIN PRIMARY SCHOOL

ACCEPTABLE USAGE AGREEMENT FOR PRIMARY STUDENTS 4-7

If you use the online services of the Department of Education and Training you must agree to the following rules:

- I will use the school computer only with the permission of a teacher.
- I will follow all instructions from teachers when using school computers.
- I will not let anybody else know my password.
- I will not let others use my online services account unless it is with the teacher's permission.
- I will not access other people's online services accounts.
- I know that I am responsible for anything that happens when my online services account is used.
- I will tell my teacher if I think someone is using my online services account.
- I know that the school and the Department of Education and Training may see anything I send or receive using the email service.
- I will make sure that any email that I send or any work that I wish to have published is polite, carefully written and well presented.
- I will use material from Internet sites or other sources only if I have permission to do so.
- If I use material in my work that I have found on the Internet, I will say where it comes from.
- If I see any information on the computer that makes me feel uncomfortable I will tell my teacher straight away.
- I will not reveal personal information, including names, addresses, photographs, credit card details and telephone numbers of myself or others.
- I will not damage or disable the computers, computer systems or computer networks of the school, the Department of Education and Training or any other organisation.

I understand that

- I will be held responsible for my actions while using online services and for any breaches caused by allowing any other person to use my online services account;
- the misuse of online services may result in the withdrawal of access to services and other consequences dictated in Schools policy; and
- I may be held legally liable for offences committed using online services.

LANCELIN PRIMARY SCHOOL

PERMISSION TO PUBLISH STUDENTS' WORK OR IMAGES OF STUDENT

Dear parent or responsible person,

I request your permission for video or photographic images of your child to be taken during school activities. If such images are captured, they would be used for the purpose of educating students, promoting the school, or promoting public education. I am also seeking your permission for the school to publish images and/or samples of your child's work.

If you give your permission, the school may publish images of your child and/or samples of work done by your child in a variety of ways, including, but not limited to, online and hard copy school newsletters, Department of Education and Training Internet web sites or intranet web sites, school annual magazines and local newspapers. If published, third parties would be able to view the photographs and work.

If you sign the attached form it means that you agree to the following:

- The school is able to publish images of your child and samples of your child's work as many times as it requires in the ways mentioned above.
- Your child's image may be reproduced either in colour or in black and white.
- The school will not use your child's image or samples of your child's work for any purpose other than for the education of students or for the general promotion of public education and the school.
- The school will only publish the first name of the student. Family names will not be revealed.

Any images captured by the school will be kept for no longer than is necessary for the above-mentioned purposes and will be stored and disposed of securely. Whilst every effort will be made to protect the identity of your child, the Department of Education and Training cannot guarantee that your child will not be able to be identified from the image or work.

If you agree to permit the school to capture images of your child, and to publish images of your child, or samples of your child's work, in the manner detailed above, please complete the consent form below and return it to the school. This consent, if signed, will remain effective until such time as you advise the school otherwise.

CONSENT FORM

I agree to the videoing or photographing of my child during school activities for use by the school in educating students and promoting the school and public education.

I agree to the publication of images or samples of work of my child in ways, but not limited to, web sites or intranet web sites of the Department of Education and Training.

I agree to the publication of images or samples of work of my child in school newsletters, magazines and local publications, subject to the conditions set out above.

I will notify the school if I decide to withdraw this consent.

Name of student:..... Form / Class:.....

Signature of parent/responsible person:.....Date:.....

LANCELIN PRIMARY SCHOOL

COMMUNITY EXCURSIONS PERMISSION

Dear Parents

Occasionally students are required to walk or travel by bus/private transport to venues within the Lancelin township for curriculum purposes. Students are accompanied by adults according to The Department of Education and Training Excursions Policy. Parents will be notified prior to excursions occurring.

I have read and understood the information above and

give permission

do not give permission

for my child/ren

.....
.....
.....

to walk or travel by bus/private transport to venues within the Lancelin township whilst enrolled at Lancelin Primary School.

Parent Name:

Parent Signature:

Date: