

Empowering Confident Learners



Chaucer School Enrolment Form

To be included with your enrolment form:*

1. Please include a copy of student's immunisation record.
2. Please also ensure you include copies of **one** of the following with enrolment
 - New Zealand Birth Certificate or New Zealand Passport
 - Other Passport with copy of current Student Visa or Resident Permit **and** copy of parent's current Work Permit or Resident Permit

STUDENT DETAILS

Student's legal surname _____

Student's legal first name _____

Student preferred name _____ Boy / Girl (circle)

Date of Birth _____

Child lives with _____

PARENT/GUARDIAN DETAILS AND EMERGENCY CONTACTS:

Mother / Father / Other: (circle one)

If "Other" please state relationship:

Name _____

Address _____

Home Phone _____

Cell Phone _____

Work Phone _____

Email _____

Occupation _____

Employer _____

Mother /Father /Other: (circle one)

If "Other" please state relationship:

Name _____

Address _____

Home Phone _____

Cell Phone _____

Work Phone _____

Email _____

Occupation _____

Employer _____

EMERGENCY CONTACTS (when caregivers unable to be contacted)

Name _____

Relationship to student _____

Home Phone _____

Cell Phone _____

Work Phone _____

Name _____

Relationship to student _____

Home Phone _____

Cell Phone _____

Work Phone _____

(The student may be released into the care of the people named above)

Is there any restricted access (such as Custody Arrangements / Protection Orders) that the School needs to be made aware of? YES / NO Please advise:

(Copies of any court order will need to be sighted.)

STUDENT'S HEALTH DETAILS

Immunisation Certificate attached? YES / NO (circle)

Immunisations completed? YES / NO (circle)

Are there any health issues that the school needs to be made aware of? YES / NO (circle)

Allergies: _____

Hearing: _____

Sight: _____

Speech: _____

Has your child had Before School Hearing and Vision tests done? YES / NO

Medical Centre Address _____ Ph: _____

Does your child have any special learning or behavioural needs? YES / NO - If yes please record details:

Please circle whether your child has received special assistance in any of the following areas:

Reading/ Writing/ Maths/ Behaviour/ Speech/ Motorskills/ Learning English/ Gifted & Talented/
General Learning Issues/ Other

Did your child attend an Early Childhood Centre (day care) or Kindergarten prior to starting school? YES / NO Name of Centre attended: _____

Please complete the table below

Tick one-	Hours per week	Date started
NZ Playcentre		
NZ Kindergarten		
NZ Education / Care Centre		
Home based service		
NZ playgroup		
NZ Correspondence School		
Attended, but only outside New Zealand		
Attended, but don't know what type of service		
Did not attend		

Ethnicity

Does the student have an affiliation with an(y) Iwi? If Yes. Please complete details below. Please enter the name(s) of the student's Iwi(s). Up to three Iwi affiliations may be entered. Iwi affiliation(s):

Ethnic Group (s)	_____	Home Language	_____
Country of Citizenship	_____	Country of Birth	_____
Country of Birth of Mother	_____	ESOL Required	Yes/No
Country of Birth of Father	_____		

Citizenship document included – tick one NZ Birth Cert NZ Passport NZ Citizenship Cert

Date Student entered New Zealand (if applicable): _____

New Zealand Resident? YES / NO If No: Does student have a student visa? YES / NO

(A copy of visa/permit is required, original must be sighted. Student visa copy must be accompanied by copy of parent's work permit or residency permit)

Are you a refugee? YES / NO

PRIVACY: The personal information provided in this application is for school management only.

- The school sometimes publishes students' work and photographs in the school newsletter / noticeboards and website. Please let us know if we have your permission to do this for your child(ren)?
- **I give permission for** _____
- **I /We do not consent to this because:**

Free Milk for Schools; We have joined the Fonterra 'Milk in Schools' programme, This is a free nutritional programme that supplies every child at our school with a carton of milk every day. Your child does not have to have milk – it is optional.

Please see the 'Frequently asked questions' information sheet or visit
[:www.fonterramilkforschools.com](http://www.fonterramilkforschools.com)

I give permission for my child: _____ to have milk at
Chaucer school.

I do not give permission for my child _____ to have milk.

Are there brothers or sisters who may be possible future Chaucer students:

Name: _____ Date of Birth ____/____/____

Name: _____ Date of Birth ____/____/____

School student is transferring from: _____

Has your child ever been enrolled under a different name at an N.Z. school? YES/NO

If Yes - What name _____

OTHER DETAILS: Is there any other information about the student that the school needs to know?

UNIFORM: Students are required to wear the Chaucer school uniform – if they are unable to wear it on any day, please write a note of explanation to the teacher.

PARENT/ GUARDIAN DECLARATION:

In terms of the Privacy Act, I understand that the information on this form is collected to form part of the essential information the school holds on my child. The records made from this information may be viewed on request at the school. I approve the forwarding of information when my child transfers to another school. I further approve the forwarding of my child's name and address on request to a potential Intermediate or Secondary school.

I understand that the school will take action on my behalf in case of sudden illness or injury and I will reimburse the school any associated costs incurred. I agree to abide by school policies.

Signature of Parent/Caregiver: _____

Date: _____

For office use only

Date of Enrolment	Enrolment No.
Birth date verified YES/NO	Year level on enrolment
Birth Certificate No.	Class on enrolment
Passport No.	Teacher on enrolment
Student Visa copied YES/NO/Not App	Work Visa copied YES/NO/Not App
Immunisation form supplied? YES/NO	Student not immunised?
Dental form YES/NO	Speak other languages:
Vision & Hearing form YES/NO	ESOL YES/NO
Internet form YES/NO	HOUSE
Milk: Can have milk? YES/NO	PRIORITY LEARNER/SENCO Circle one