



KEMPSEY ADVENTIST SCHOOL

Nurture for today • Learning for tomorrow • Character for eternity

108 Crescent Head Rd, Kempsey NSW 2440
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Enrolment Information

Kempsey Adventist School (KAS) is a co-educational Pre-Kindy to Year 12 School that operates within the policies of the Board of Studies (NSW) while providing an education underpinned by Christian values and principles. KAS is owned and operated by Seventh-day Adventist Schools (NNSW) Limited.

Enrolment at KAS is open to families of all faiths and religious backgrounds who have regard for Adventist Christian faith and wish for their children to fully participate in all aspects of the school program. Fees are competitively structured to provide affordable access to private Christian education.

Completion of this application form does not guarantee a position at KAS.

Each application will be processed in accordance with the KAS Enrolment Guidelines with due consideration being given to applicants' support for the ethos of the school. A copy of the KAS Enrolment Policy is available from the school office or the KAS website.

As places are limited, parents/guardians are advised to submit an application for enrolment without delay to avoid disappointment.

On receipt of an application, arrangements will be made for a tour of KAS and an interview with the Principal where parents/guardians and applicants will have the opportunity to inspect the schools facilities and discuss the education program offered at KAS.

All applications are processed in the following manner:

1. An applicant submits an Application for Enrolment form accompanied by supporting documentation which includes:
 - a. Birth Certificate
 - b. Immunisation History or contentious objector letter
 - c. Previous school reports for the last 2 semesters
 - d. NAPLAN results – where applicable
 - e. *Medical reports and action plans - where applicable
 - f. **Family Court Orders – where applicable
2. Parent/Guardians and applicants will be invited to attend a tour of KAS and an interview with the Principal. (Please note the applicant must attend the interview with the Principal)
3. KAS administration will consult with the current and/or previous schools, teachers and referees, as applicable.
4. All applicants will be advised in writing of their enrolment success or failure.
5. Enrolment positions will then be confirmed and held upon receipt of the non refundable enrolment fee deposit of \$100.

Please note that a separate Application for Enrolment form needs to be completed for each applicant.

Application for Enrolment



Please answer every question and ensure all supporting documentation is included at time of submission

Applicant Details

Applicant's Surname:

First name:

Middle name/s:

Preferred name:

Applicant's email:

Applicant's home phone:

Applicant's mobile phone:

Yr applicant to enrol in:

(eg. Yr 7/2016) Yr / YYYY

Gender:

☐ Male

☐ Female

Applicant's date of birth:

DD / MM / YYYY

Place of birth/Country of birth:

Place / Country

Nationality:

Is the applicant:

☐ Aboriginal? ☐ Torres Strait Is?

Language spoken at home:

Applicant's address:

Town:

State:

Postcode:

Applicant lives with:

Applicant's religion:

Place of worship:

Educational Information

Previous school attended:

Has the applicant ever been:

☐ Expelled? ☐ Suspended?

☐ Refused admission to a school?

If yes, please give details:

Behavioural Information

Has the applicant ever:

☐ Had discipline difficulties?

☐ Been arrested?

☐ Used alcohol or tobacco?

☐ used illegal drugs of any kind?

If yes, please give details:

Spiritual Information

Does applicant attend church?

☐ Yes

☐ No

Minister's Name and Number

Is the applicant baptised?

☐ Yes

☐ No

Date baptised: DD / MM / YYYY

Character Reference

Name:

Occupation:

Telephone:

Emergency Contact Details

Name 1: Not Parent or Guardian

Telephone:

Relationship to applicant:

Emergency Contact Details

Name 2: Not Parent or Guardian

Telephone:

Relationship to applicant:

Doctor / Health Fund Info

Private health fund / Ambulance:

☐ Yes ☐ No / ☐ Yes ☐ No

If yes, company & member #:

Medicare number:

Expiry date: Position on card:

MM / YY Number:

Medical Information

Doctor's name:

Doctor's phone:

Is the applicant immunised?

☐ Yes

☐ No

Does applicant wear:

☐ Glasses?

☐ Contacts?

Medical Conditions

Does applicant suffer from:

☐ Asthma*? ☐ ADHD*?

☐ Diabetes*? ☐ Epilepsy*?

☐ Autism*? ☐ Allergies*?

If yes or other please give details:

Has applicant received early intervention?

☐ Yes

☐ No

Family Details

Mother's Details

First name: Title:

Surname:

Occupation:

Nationality:

Country of birth:

First language:

Employer:

Religion:

Place of worship:

Home phone:

Business phone:

Mobile:

Address:

Town:

State:

Postcode:

Email:

Father's Details

First name: Title:

Surname:

Occupation:

Nationality:

Country of birth:

First language:

Employer:

Religion:

Place of worship:

Home phone:

Business phone:

Mobile:

Address:

Town:

State:

Postcode:

Email:

Guardian 's Details

First name: Title:

Surname:

Occupation:

Nationality:

Country of birth:

First language:

Employer:

Religion:

Place of worship:

Home phone:

Business phone:

Mobile:

Address:

Town:

State:

Postcode:

Email:

Please tick whichever box applies:

☐ Mother Deceased

☐ Married ☐ Defacto

☐ Guardian

☐ Father Deceased

☐ Parents Separated

☐ Step Parent

☐ Father Remarried

☐ Parents Divorced

☐ Grandparent

☐ Mother Remarried

☐ Single

☐ Court Order**

Sibling Details

Sibling name: Age:

Current school:

Sibling Details

Sibling name: Age:

Current school:

Sibling Details

Sibling name: Age:

Current school:

Pre-Kindy Enrolment

All children enrolled at Pre-Kindy must be eligible to commence Kindergarten at KAS in the following school year, that is, turning 5 by 31 March in their Kindergarten year.

Preferred Pre Kindy days: (Applicants may attend Pre-Kindy up to 5 days per fortnight)

Wk1 ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday
Wk2 ☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday

Please note that Pre Kindy is only available to those also enrolling for Kindergarten at KAS the following year.

Fee Information

Person / People Responsible for payment of fees:

Name:

Signature:

Relationship to applicant:

% of Fees responsible for:

Name:

Signature:

Relationship to applicant:

% of Fees responsible for:

Name:

Signature:

Relationship to applicant:

% of Fees responsible for:

Address and phone number - if different from previous page:

Parent / Guardian Agreement

1. We/I hearby make an application for our/my child to be enrolled at KAS and understand that the completion of the application does not guarantee a position at KAS.
2. We/I understand that our/my child is only admitted to KAS subject to his/her application being processed and accepted by the Kempsey Adventist School Council. If accepted we/I understand that our child will be welcome at the school as long as the Kempsey Adventist School Council is satisfied that he/she upholds the standards of the moral and behavioural conduct expected of students.
3. We/I will support the Christian ethos of KAS in every way. Further, we/I will ensure that, in after-hours meetings of school students under our jurisdiction or organised by us, the Christian principles and moral standards of KAS will be upheld at all times.
4. We/I understand and agree that our child must abide by current KAS rules as interpreted by the school, and the continued attendance at the school is at the absolute discretion of the Kempsey Adventist School Council and School Administration.
5. We/I agree to be jointly and severally liable for the payment of all fees and charges levied by Kempsey Adventist School (namely the Seventh-day Adventist Schools (NNSW) Limited trading as Kempsey Adventist School) and agree that all amounts not paid by the due date may incur interest.
6. We/I have read and accepted the conditions of enrolment and that to the best of our/my knowledge, all the information provided on this application is true and correct.
7. We/I understand that KAS has permission to take photographs and video of our/my child to be used for marketing purposes unless a signed letter from the parent/guardian is submitted to KAS stating otherwise.
8. We/I understand that KAS will communicate with parent's/guardian's via multiple forms of communication including phone, letter, email, facebook and sms.

Please note all parents/guardians must sign:

Mother's name

Mother's signature

Date:

Father's name

Father's signature

Date:

Guardian's name

Guardian's signature

Date:

General Information

Where did you obtain your information about Kempsey Adventist School?

<input type="checkbox"/> Newspaper	<input type="checkbox"/> Friends/Word of Mouth	<input type="checkbox"/> Church
<input type="checkbox"/> Flyer	<input type="checkbox"/> Bus Sign	<input type="checkbox"/> Church Promotion
<input type="checkbox"/> Radio	<input type="checkbox"/> Drive-by	<input type="checkbox"/> School Office
<input type="checkbox"/> Expo	<input type="checkbox"/> Google	<input type="checkbox"/> Prospectus
<input type="checkbox"/> School Website	<input type="checkbox"/> Open Day/Fete	<input type="checkbox"/> Other:

Why did you choose Kempsey Adventist School?

Commonwealth Government Collection Information

The following information is required for the collection and reporting of information on student background characteristics in all government and non-government schools by all State, Territory and Commonwealth Education Ministers. For more information regarding the government collection of information please go to <http://www.mceectya.edu.au/mceectya>

All information which could identify or would reasonably identify individuals is removed from national reporting so that no personal information is reported publicly. Information collected from this form will be covered by Kempsey Adventist School's Privacy Policy. A copy of this policy is available from the KAS office.

Mother's Details

Father's Details

Guardian

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

<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 12 or equivalent	<input type="checkbox"/> Year 12 or equivalent
<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 11 or equivalent	<input type="checkbox"/> Year 11 or equivalent
<input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Year 10 or equivalent	<input type="checkbox"/> Year 10 or equivalent
<input type="checkbox"/> Year 9 or equivalent/below	<input type="checkbox"/> Year 9 or equivalent/below	<input type="checkbox"/> Year 9 or equivalent/below

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

<input type="checkbox"/> Bachelor Degree or above	<input type="checkbox"/> Bachelor Degree or above	<input type="checkbox"/> Bachelor Degree or above
<input type="checkbox"/> Diploma/Advanced Dip	<input type="checkbox"/> Diploma/Advanced Dip	<input type="checkbox"/> Diploma/Advanced Dip
<input type="checkbox"/> Certificate I,II,III, IV, Trade	<input type="checkbox"/> Certificate I,II,III, IV, Trade	<input type="checkbox"/> Certificate I,II,III, IV, Trade
<input type="checkbox"/> No non-school qualification	<input type="checkbox"/> No non-school qualification	<input type="checkbox"/> No non-school qualification

What is the language spoken the most often at home

Language:	Language:	Language:
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What is the occupation of the parents/guardians? (Please choose from the list on the next page)

If the person is not currently in paid work but has worked in the last 12 months please use last occupation.

If the person has not been in paid work for 12 months or more please enter '8'.

Group Number:	Group Number:	Group Number:
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List of Parental / Guardian Occupational 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.

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, farmhand, horse trainer, nursery/green keeper, 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]