

# Application For Admission To Preschool Moriah College



## Moriah College Collection Notice

In accordance with the Privacy Amendment (Privacy Sector) Act 2000, there is a mandatory requirement for the College to comply with the national privacy principles. One of the principles is that the College must ensure that individuals about whom information is collected are made fully aware of the collection. As such, the College has prepared the following information for its stakeholders:

- The College collects personal information, including sensitive information about students and parents or guardians before and during the course of students' enrolment at the College. The primary purpose of collecting this information is to enable the College to provide schooling for your child.
- Some of the information we collect is to satisfy the College's obligations, particularly to enable the College to discharge its duty of care.
- Certain laws governing or relating to the operation of schools require that certain information is collected. These include Public Health and Child Protection laws.
- Health information about students is sensitive information within the terms of the National Privacy Principles under the Privacy Act. We ask you to provide medical reports about students from time to time.
- The College from time to time discloses personal and sensitive information to others for administrative and educational purposes. This includes other schools, government departments, the Association of Independent Schools of NSW, medical practitioners and people providing services to the College, including specialist visiting teachers, coaches and volunteers.
- If we do not obtain the information referred to above we may not be able to enrol or continue the enrolment of your son/daughter.
- The College may be sending personal and sensitive information on your child to the Association of Independent Schools of NSW (AISNSW) for the purpose of accessing Commonwealth funding and support services. If you do not wish to give permission to forward information on your child to AISNSW you must advise the College that your permission is withheld.
- The College will be sending personal information on your child to the NSW Department of Education and Training for the purposes of parents receiving the Back to School Allowance. If you do not wish to give your permission to forward information on your child to the Department of Education and Training you must advise the College in writing that your permission is withheld.
- Personal information collected from students is regularly disclosed to their parents or guardians. On occasions information and photographs concerning academic and sporting achievements, student activities and other news are published in school newsletters, magazines and on our web site.
- Parents may seek access to personal information collected about them and their child by contacting the College. Students may also seek access to personal information about them. However, there will be occasions when access is denied. Such occasions include those situations where access would have an unreasonable impact on the privacy of others, where access may result in a breach of the College's duty of care to students, or where students have provided information in confidence.
- The College engages in fundraising activities from time to time. Information received from you may be used in order to assist appeals. It may also be disclosed to organisations that assist in the College'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, except as identified in 12 (below).
- The College benefits from the Jewish Communal Appeal (JCA) and confidentially provides the JCA with the names and addresses of its members and supporters. The JCA may approach those persons in its fundraising activities. If you do not agree to this you must advise us in writing.
- The College provides the names and addresses of parents and students to the Moriah Parents and Friends Association to enable them to provide information to parents and students about their services including booklists and the uniform shop, to assist in its fundraising activities and for inclusion in class lists and a College directory. If you do not agree to this you must advise us in writing identifying the particular category or categories in which you do not wish to participate.
- If you provide the College with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing such information.

**Date of Application** \_\_\_\_\_

## Student Information

Surname \_\_\_\_\_

Given names \_\_\_\_\_

Hebrew name(s) \_\_\_\_\_

Date of birth \_\_\_\_\_

Gender \_\_\_\_\_

Religion \_\_\_\_\_

Child's position in family \_\_\_\_\_

Main language spoken at home \_\_\_\_\_

Proposed date of entry to Preschool \_\_\_\_\_

Proposed Primary School \_\_\_\_\_

Any serious illness experienced by the child or special needs required \_\_\_\_\_

This form, when completed, should be sent with the application fee of \$20 to:

**The Enrolment Officer**

**Moriah College**

**PO Box 986**

**Bondi Junction NSW 1355**

(If this form is being submitted together with the school application, only one fee applies per child.)

## Conditions of Entry

Should you be offered a place at Moriah College Preschool, you will be forwarded an Acceptance of Offer form which, when duly completed and returned, will reserve a place for your child at Moriah College Preschool subject to the following conditions:

- The Acceptance of Offer is returned within fourteen (14) days of it being received by you.
- Acceptance of the Conditions of Entry to the Preschool.
- The information given by you in this Application for Admission form is true and correct.
- A satisfactory final interview.
- The payment of half the first term's fees is remitted within fourteen (14) days of receiving written notification of the offer of a place.
- The balance of the term's fees is paid within seven (7) days of receiving a written request for payment.

Please note: *the payment referred to in Clause 5 is not refundable unless the College determines that the final interview is unsatisfactory.*

*Continued enrolment is at the discretion of the Preschools' Director.*

Parents/Guardians should be aware that photos of students may be taken whilst they are enrolled at Moriah and may be used for promotion.

## Office Use Only

Application fee	\$	Receipt No	Date
Enrolment fee	\$	Receipt No	Date
Entered on computer			

Enrolment Officer \_\_\_\_\_ Date \_\_\_\_\_

College Principal's authorisation \_\_\_\_\_ Date \_\_\_\_\_

## Parent/Guardian Information

### Mother's Information

Are you the natural mother of the child? Yes  No

If no, please define your relationship \_\_\_\_\_

Full name \_\_\_\_\_

Maiden name \_\_\_\_\_

Hebrew name(s) \_\_\_\_\_

Address \_\_\_\_\_ Postcode \_\_\_\_\_

Home Telephone \_\_\_\_\_

Business Telephone \_\_\_\_\_

Mobile Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

Year graduated High School \_\_\_\_\_

If attended Moriah, for which years and for which grades? \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Company name (if self employed) \_\_\_\_\_

Australian resident? Yes  No

Religion \_\_\_\_\_

### Father's Information

Are you the natural father of the child? Yes  No

If no, please define your relationship \_\_\_\_\_

Full name \_\_\_\_\_

Hebrew name(s) \_\_\_\_\_

Address \_\_\_\_\_ Postcode \_\_\_\_\_

Home Telephone \_\_\_\_\_

Business Telephone \_\_\_\_\_

Mobile Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

Year graduated High School \_\_\_\_\_

If attended Moriah, for which years and for which grades? \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Company name (if self employed) \_\_\_\_\_

Australian resident? Yes  No

Religion \_\_\_\_\_

## Sibling Information

Have you completed application forms for other children that are not yet enrolled? Yes  No

If yes, name(s) \_\_\_\_\_

Year(s) of commencement or intended commencement \_\_\_\_\_

Other school-aged siblings:

Full name	Present School or Preschool	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

### Contact details to which all correspondence is to be directed:

Name \_\_\_\_\_

Address \_\_\_\_\_ Postcode \_\_\_\_\_

Relationship \_\_\_\_\_

Home Telephone \_\_\_\_\_

Business Telephone \_\_\_\_\_

Mobile Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

## Acknowledgement

I/We hereby apply for the enrolment of the above child in Preschool.

While all attempts will be made to accommodate the child, I/we understand that acceptance of this form by the College does not constitute admission of the child, nor does acceptance into the Preschool guarantee entry to Moriah College. I/we acknowledge that I/we will be required to agree to the Conditions of Entry (on the cover) which apply on admission to the Preschool. Continued enrolment is at the discretion of the Preschools' Director.

I/we would like to pay the application fee of \$20 by cheque  (enclosed), cash  (enclosed) or credit card (please fill in details below). This fee is to cover administration costs and is non refundable.

Credit card type \_\_\_\_\_ Holder's name \_\_\_\_\_

Card Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

I/We undertake to notify the College of any changes of address, telephone numbers and any other relevant details.

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

(signature)

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

(signature)