



TRINITY
ANGELICAN COLLEGE

REGISTRATION OF INTEREST IN ENROLMENT

Trinity Anglican College

421 Elizabeth Mitchell Drive Thurgoona NSW 2640

02 6049 3400 / enrolments@trinityac.nsw.edu.au

www.trinityac.nsw.edu.au

ABN: 95 572 160 729

A school of The Anglican Schools Commission (Inc.)

PERSONAL INFORMATION COLLECTION STATEMENT

Trinity Anglican College (the School)

- 1 The School collects personal information, including sensitive information about students and parents or guardians before and during the course of a student's enrolment at the School. This may be in writing or in the course of conversations. The primary purpose of collecting this information is to enable the School to provide schooling to the student and to enable them to take part in all the activities of the School.
- 2 Some of the information collected is to satisfy the School's legal obligations, particularly to enable the School to discharge its duty of care.
- 3 Laws governing or relating to the operation of a school require certain information to be collected and disclosed. These include relevant Education Acts and Public Health and Child Protection laws.
- 4 Health information about students is sensitive information within the terms of the Australian Privacy Principles (APPs) under the Privacy Act. The School may ask you to provide medical reports about students.
- 5 The School from time to time discloses personal and sensitive information to others for administrative and educational purposes only. This includes to other schools, government departments, the Anglican Schools Commission (ASC), the School's local diocese and the parish, schools within other dioceses, medical practitioners, and people providing services to the School, including specialist visiting teachers, [sports] coaches, volunteers and counsellors.
- 6 Personal information collected from students is often disclosed to their parents or guardians.
- 7 The School stores all personal and sensitive information it collects securely. It may store personal information in the 'cloud' which may mean that it resides on servers which are situated outside Australia. If this is to occur the School will take reasonable steps to ensure the information is handled and stored in accordance with the requirements of the APPs under the Privacy Act.
- 8 The personal information collected by the School is subject to the Privacy Act and the ASC/school Privacy Policy. The ASC/school Privacy Policy may be accessed on the School's public website www.trinityac.nsw.edu.au and also on request from the School's Administration.
- 9 The ASC/school Privacy Policy sets out how parents or students may seek access to personal information collected 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 or where access may result in a breach of the School's duty of care to the student.
- 10 The ASC/school Privacy Policy also sets out how you may complain about a breach of privacy and how the School will deal with such a complaint.
- 11 On occasions information such as academic and sporting achievements, student activities and similar news is published in the School's newsletters and magazines and on the School's website/social media platforms. Photographs of student activities such as sporting events, school camps and school excursions may be taken for publication in the School's newsletters and magazines and on our website/social media platforms, and by the ASC and Anglican Schools Australia (ASA). The School may in certain circumstances obtain separate permissions from the students' parent or guardian prior to publication.
- 12 The School may include a student's parents'/guardians' contact details in a class list and/or School directory. The School will obtain separate permissions from the students' parent or guardian prior to the distribution of these lists.
- 13 If you provide the School with the personal information of others, such as doctors or emergency contacts, we encourage you to inform them that you are disclosing that information to the School and why, that they can access that information if they wish and that the School does not disclose this information to third parties.

Thank you for your interest in our school. To register your interest please provide a few details so that we can further assist you with your enquiry. The details you provide are for our information only. Completion of a Registration of Interest in Enrolment Form does not constitute an offer of enrolment.

One form must be completed for each child.

PROSPECTIVE STUDENT'S DETAILS			
Surname:		Given Name(s):	
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Unspecified		Date of Birth <i>dd/mm/yyyy</i> :	
Address:			
Suburb:		Postcode:	
Country of Birth:		Country of Citizenship:	
Students first language:			
Current School (if applicable):		Current Year Level:	
Calendar Year of Entry: <i>e.g., 2022</i> _____			
Level of Entry: <i>E.g. K, Yr 7</i> _____			
Commencing Date: <i>e.g. 02.02.2023</i> _____			
Resident Status: <i>tick one</i>		<input type="checkbox"/> Student is an Australian Citizen or a Permanent Resident . <input type="checkbox"/> Student has an Australian Temporary Resident Visa . <input type="checkbox"/> Student has a student visa and is not an Australian Citizen or Resident .	
Is the student of Aboriginal or Torres Strait Islander origin?		<input type="checkbox"/> No <input type="checkbox"/> Yes, Aboriginal	<input type="checkbox"/> Yes, Torres Strait Islander <input type="checkbox"/> Yes, both
Religion / Denomination: (<i>Anglican, Catholic, Uniting, Baptist, Buddhist, None etc.</i>)			

PARENT/GUARDIAN 1 - DETAILS		
Title:	First Name:	Surname:
Relationship to Student:		
Mobile:		Email:

PARENT/GUARDIAN 2 – DETAILS		
Title:	First Name:	Surname:
Relationship to Student:		
Mobile:		Email:

FAMILY INFORMATION

Is either parent/guardian a past student of this school?
 No / Yes If yes, name / maiden name:

Does your child have any siblings at the School? Yes current Yes past On the waiting list

If yes, name and year group:

ADDITIONAL INFORMATION

Does your child have any special needs (e.g., health, physical, learning, social, emotional, psychological)?
 No Yes

(If yes, please provide details below, along with any diagnostic reports, health professional reports or other relevant documentation)

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Does your child have a Curriculum Adjustment Plan? No Yes *(attach a copy)*

Does your child have an Emergency Action Plan? No Yes *(attach a copy)*

Does your child have an Individual Education Plan? No Yes *(attach a copy)*

Please sign below to indicate that you give permission for the School to collect information from any pertinent specialist personnel and the child’s previous school to assist in meeting the needs of your child.

Signed: _____ Signed: _____

RELIGIOUS AFFILIATION

Trinity Anglican College (the School)

The School is a Christian school that seeks to demonstrate and uphold Anglican teaching and practices. The School is part of the Anglican Schools Commission (Inc.). As such, there is an expectation that students will participate in the School’s religious curriculum including its Religious Studies classes and Chapel Services.

ENROLMENT PROCEDURE

- A non-refundable/non-transferrable Application Fee of **\$100** (per child) must accompany this Application.
- If commencement date is within the next three years, the following documentation is required:
 - Copy of birth certificate, and passport if place of birth is outside of Australia.
 - Copy of the last two years end of year school reports, including NAPLAN and OLNAs where appropriate.
 - A copy of current (no more than two months old) Australian Immunisation Register Immunisation History Statement (IHS) (a second 'up to date' IHS must be provided to the School prior to the child's commencement at the School).
- If commencement date is three or more years away the following documentation is required:
 - Copy of birth certificate, and passport if place of birth is outside Australia.
 - an up-to-date IHS must be provided to the School prior to the child's commencement at the School
- Lodgement of this Application does not guarantee a place at Trinity Anglican College.
- All applicants will be interviewed prior to being offered a place at Trinity Anglican College.
- An Offer of Place will be sent to students who are offered a place at Trinity Anglican College.
- Acceptance is conditional upon payment of the Enrolment Deposit and completion of the *Application for Enrolment*.
- It is advisable for applicants to retain a copy of this *Registration of Interest in Enrolment Form* for their own records.
- Please advise the School of any change of contact details between the time of application and the proposed commencement year. Failure to do so may result in your application being withdrawn for consideration if we are unable to contact you.
- All information collected on this form will be used and stored in accordance with the School's Privacy Policy.
- Enrolment is offered to families on the basis of multiple factors, including the presence of a sibling currently attending the School, support of the Anglican teaching and practices of the School and days of placement on the School Admission list/Waitlist.

- I/We acknowledge that to the best of my/our knowledge the information contained in this Registration of Interest in Enrolment Form is complete and correct.
- I/We acknowledge and agree that if I/we have knowingly withheld information relevant to the enrolment process or have knowingly completed this Registration of Interest in Enrolment Form incorrectly, the School may refuse or terminate the enrolment of my/our child.

Parent/Guardian 1 – Signature:

Parent/Guardian 2 – Signature:

Date of Application:

HOW DID YOU HEAR ABOUT OUR SCHOOL?

	Anglican Schools Commission		Instagram/Facebook		School website
	Live in area		Open Day		Friends/Family
	Word of Mouth		Advertising		Local Newspaper
	Sibling attends		Alumni		
	Other – Please specify:				

PAYMENT

A non-refundable/non-transferrable application fee of \$100 is payable with this application.

Payment methods include:

1. **EFTPOS** facilities are available at the School.
2. **CREDIT CARD PAYMENTS** – Please complete the following details:

Tick one Mastercard Visa

Card number:

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Expiry date:

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Name on card: *(please print)*: _____

Amount: _____ Signature: _____

NB: The payment information provided on this form will be destroyed once your payment has been processed.