



Hei ākongā mā te Karaiti

# Application for Admission

## Student Details

Full Name: \_\_\_\_\_

Preferred First Name: \_\_\_\_\_ Gender (please tick): M  F

Date of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Student Address: \_\_\_\_\_

Ethnicity: \_\_\_\_\_ Iwi (if NZ Maori): \_\_\_\_\_

Year of entry: 20 \_\_\_\_\_ Year (please tick): 7  8  9  10  11  12  13

Present School: \_\_\_\_\_

Siblings currently enrolled at Trinity:

Name: \_\_\_\_\_ Current Year: \_\_\_\_\_

Name: \_\_\_\_\_ Current Year: \_\_\_\_\_

## Caregiver 1

Full Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Address including postcode: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Receives Reports: Yes  No  Responsible for Invoices: Yes  No

## Caregiver 2

Full Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Address including postcode: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Receives Reports: Yes  No  Responsible for Invoices: Yes  No

## Alternative/Emergency Contact Details

Full Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

## Medical Information

Please tick any of the conditions that apply. For 'other' please provide full description on a separate sheet.

Sensory	Medical	Physical	Learning
Vision	Attention Deficit	Arm/Hand	Reading
Hearing	Autism Spectrum	Back/Leg	Writing
	Depression	Head Injury	Slow Processing
	Anxiety	Dyspraxia	Dyslexia
	Diabetes	Muscular/Neurological	Dyspraxia
	Epilepsy	Cerebral Palsy	Dyscalculia
	Tourette Syndrome	Other	Other
	Other		

**Formal assessment completed** Yes  No

**My child is under the care of an external provider** Yes  No  Details

**Doctor's Name:**

**Phone:**

**Dentist:**

**Phone:**

**Panadol Approval:** Do you give permission for your child to have Panadol when required? Yes one/two  No

**Does the student take regular medication or use medication for allergic reactions?** If so, please provide details:

**Does the student have High Needs health funding?** Yes  No

**Has the student had any support from education agencies?** For example RTLB support? If so, please provide details:

*Please note: If your student has received assessments from specialists, it aids curriculum delivery if these are provided.*

**Additional Information:** Have there been any incidents or trauma e.g. car accident/death of a loved one or other information that the college needs to be aware of

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## Enrolment Through Special Character (Preference)

Enrolment through Special Character (Preference) may be granted in accordance with the Private School Condition Integration Act section 29(1) and Catholic School Integration agreements through a general or particular religious connection as stated in the preference criteria below.

- 5.1 This student has been baptised or is being prepared for Baptism in the Catholic church.
- |   |   |   |   |
|---|---|---|---|
| Baptism   | Reconciliation  | Confirmation  | Communion   |
| Y <input type="checkbox"/> N <input type="checkbox"/> | Y <input type="checkbox"/> N <input type="checkbox"/> | Y <input type="checkbox"/> N <input type="checkbox"/> | Y <input type="checkbox"/> N <input type="checkbox"/> |
- 5.2 This student has a sibling who has already been Baptised in the Catholic faith.
- 5.3 At least one parent/guardian is a Catholic, and although their child has not yet been baptised, the child's participation in the life of the school could lead to the parents having the child baptised.
- 5.4 With the agreement of the child's parents/guardians, a grandparent or other significant adult in the child's life, such as an aunt, uncle or godparent, undertakes to support the child's formation in the faith and practices of the Catholic Church.
- 5.5 One or both of the child's non-Catholic parents/guardians is preparing to become a Catholic.
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## Application for Discretionary (Non-Preference)

- Tick this box if you wish to apply for your student to be accepted into the college under discretionary admission (5% non-preference intake)
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## Preference of Enrolment Certificate

(All applicants, regardless of enrolment criteria, must submit the following form with their application)

A Preference of Enrolment Certificate **must** be attached to this application for enrolment. The Certificate is available from the Catholic Parish Priest in the area in which you reside. Please contact one of the following Parishes to make an appointment to have the form completed.

**St Joseph's Cathedral Parish**, 300 Rattray Street:  
Father Fredy Permentilla - 4772980 or 0223177462

**Holy Name Parish**, Dunedin North, 420 Great King Street (also Port Chalmers and Palmerston):  
Father Mark Chamberlain - 4790066 or 0272207685

**Mercy Parish**, 24 Forbury Road, Dunedin (South Dunedin, Tainui and Waverley):  
Father Gerard Aynsley - 4558933 or 021580610

**St Peter Chanel Parish**, Green Island 242B Main South Road (also Mosgiel):  
Father Michael Hishon - 4882577 or 0274170127

**Hills Suburbs Pastoral Area Parish**, 6 Cromwell Street, (Brockville, Kaikorai and Mornington):  
Father Fredy Permentilla - 4764361 or 0223177462

**Sacred Heart Parish**, 89 North Road, North East Valley  
Father Aidan Cunningham - 4738470 or 0272207685

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## Permissions

### **Class Photographs/Videos/Marketing and Promotion/Publications**

There are a number of ways we celebrate your child's work or accomplishments. This can involve publishing stories or images in our school newsletter, using images on the school website or other media platforms.

With your child attending this school we take this as consent for these images to appear in this media. If you choose to withdraw this consent please notify the school in writing. If you would like to discuss this in more detail please contact the Principal.

### **Responsible Use of Technology**

We consent to our child using all aspects of technology at Trinity Catholic College.

- The college is committed to maintaining appropriate standards for students when using or sharing resources using Information and Communication Technologies (ICT)
- The college has a Student Technology User Agreement and staff will explain the content of this agreement with students before signing
- The college shall be responsible for determining the definition of misuse or inappropriate use of technology in the event of a dispute.
- Audits will be conducted by the college of internet usage from time-to-time.
- Any actions taken for misuse will be cognizant and compatible with current discipline policy

### **Attendance Dues**

We agree to pay the Attendance Dues as a condition of enrolment. These are allowed for in the Private Schools Conditional Integration Act 1975 (commonly referred to as the Integration Act) They are not tax deductible.

Attendance dues are used to:

- Insure the school buildings
- Service and pay off loans taken out to provide those buildings originally
- Provide any capital improvement required by the Minister

Attendance dues are paid directly to the Proprietor, the Bishop of Dunedin.

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## PERSONAL INFORMATION AND THE PRIVACY ACT (2020)

Trinity Catholic College collects and keeps a large amount of personal information about each student. The Privacy Act 2020 protects the information you give the college and details conditions under which personal information can be obtained, used, stored and exchanged with other interested parties. The college considers the privacy of this information to be important and has policies and procedures which reflect the Thirteen Privacy Principles as set out in the Act to protect this information.

The college collects personal information from its students so that they can be enrolled at the college, have their attendance and progress recorded, be entered for examinations, or be contacted by the college. The college also collects information about the caregivers of the students so that they may be informed of student progress, or contacted by the college, and because the safety of the student is important.

Personal information may be disclosed to other education agencies, such as the Ministry of Education and the New Zealand Qualifications Authority; and to Government agencies such as the New Zealand Police if they demonstrate a statutory right to obtain it. Personal information may be retained by the college after the student leaves in order for the college to maintain a list of past students. Personal information may also be disclosed to The Foundation Trust and the Parent Teacher Association to assist in compiling its membership register.

Under the Privacy Act 2020 you have the right of access to all personal information held by the college about you. You also have the right to ask the college to correct any information held which is inaccurate. You can exercise the right by applying to the college.

You also have an obligation to advise the college if/when any of the personal information you have provided changes.

If for any reason your enrolment is not accepted, this enrolment form will be destroyed.

For more information, refer to the Policies section on the college website.

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## Student Declaration Statement

I, ..... agree to follow the rules and expectations of the college.

As a Trinity Catholic College student, I agree to represent the college with integrity and respect and to strive for excellence in all I do.

Student's Signature:

Date:

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## Parent/Guardian Declaration Statement

We agree to comply with the college regulations concerning religious instruction, discipline, uniform, attendance, stationery, school costs, attendance dues and all other matters pertaining to the welfare of the college. We acknowledge the Board's authority whenever the name of the college is represented or displayed in the community.

Parent/Guardian Name

Signature

Date

Parent/Guardian Name

Signature

Date

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## Document Checklist for Application

**Please confirm that you have supplied a copy of the following:**

- A copy of the student's NZ Birth Certificate (if NZ born)
- A copy of the student's Passport (if overseas born) include residency status, student permit/visa details
- A Preference of Enrolment Certificate (available from the Catholic Parish Priest in the area in which you reside)
- The signatures of each of the legal guardians are placed on the Declaration Statement (re: the privacy act, internet policy, fees)
- The Student Declaration Statement is signed by the student being enrolled
- The Attendance Dues Agreement Form
- The Consent Form for Sharing Information

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*Before you submit your enrolment, please reflect on the words to the College Prayer:*

### Trinity Prayer

We pray for the Trinity Catholic College Community

May we grow in Respect for ourselves, each other and our world

May respect lead to Service to those in need

Through service may we bring about Justice and in

Justice may we reflect and share the Truth of the gospels

This we pray in the spirit of

Catherine McAuley

Edmund Rice and

St Dominic.

With Mary as our Guide

Hei ākongā mā te Kareiti

Through Jesus Christ

Amen