

# Enrolment Application Form



Little Investigators is the Early Learning Centre of Investigator College. By completing this form and accepting any subsequent offer of enrolment, your child will be enrolled at Investigator College.



Please complete this form, and return to the Investigator College Reception to apply for enrolment at Little Investigators Early Learning Centre.

## Applying for Enrolment: Your Obligations

To ensure we are able to process your application as quickly and efficiently as possible, please ensure that you read and acknowledge the following information.

### Accuracy of Information

Please read and complete all questions carefully, and ensure that you are honest and accurate in your answers to all questions.

Failure to provide accurate and honest information is likely to significantly delay our ability to process your application, and, in cases where misleading or false information has been provided, may result in a decision to discontinue the enrolment.

### Collection of Information and Privacy

As part of your Enrolment Application, Investigator College is legally required to collect personal information relating to employment, occupation and other demographic information.

The provision of this information is protected by both the Investigator College Privacy Policy, and the Australian Privacy Act (1988). Information provided is treated as sensitive, and every effort is taken to ensure that it remains confidential.

### Form Icons



#### Required Attachment (Bulldog Clip)

This icon indicates a document that must be attached to the Enrolment Application



#### Additional Attachment (Paper Clip)

This icon indicates a document that may need to be attached, based on your answers in each section.



#### Skip Section (Chevrons)

This icon indicates a section that may be skipped if not relevant to your child.



#### Early Learning Centre (ELC Building)

This icon indicates a section or instructions that are specifically relevant for enrolling a student into our Early Learning Centre.





# Student Details



Please complete the section below, ensuring that you provide all required information and attach any relevant documentation.

## Personal Information

Surname

Given Names

Date of Birth

Country of Birth

Gender

Male

Female

Non-Binary

Residency Status

Australian Citizen

Bridging Visa\*

Permanent Resident

New Zealand Citizen<sup>^</sup>

Temporary Resident\*

Is the child of Aboriginal or Torres Strait Islander origin?

No

Aboriginal

Torres Strait Islander

Both

Nationality

First Language (if not English)

## Attach Identity Documents

### Proof of Identity



**Required:**

Please attach a copy of the student's Birth Certificate

### Proof of Citizenship/Visa



**<sup>^</sup>New Zealand Citizens**

If the student is a New Zealand Citizen, please attach a copy of their Passport.



**\*Non-Australian Residents**

If the student is not an Australian Citizen, please attach a copy of the student's Visa Grant Notification Letter.

## Visa Information

**\*Non-Australian Citizens**

If the student is not an Australian Citizen, please provide the following information.

Date of Arrival in Australia

Visa Sub-Class

Visa Expiry Date

## Residential Address

Address

City/Town/Suburb

State

Postcode

## Centrelink Customer Reference Numbers

Customer Reference Numbers (CRN) are issued by Centrelink, and help to identify both you, as a Parent/ Caregiver, and your child when claiming payments or concessions, including Child Care Support (CCS).

Please provide the Customer Reference Numbers (CRN) for you and your child below:

**Primary Carer/Parent/Caregiver CRN**

**Child CRN**

## Other Care Providers

Is your child currently enrolled in pre-school or day care at another centre?

Yes

No

If answering 'Yes' above, please provide the name(s) of the other pre-school or day care centre(s) your child is currently enrolled at:

## Siblings and Future Enrolments

Please list any siblings of the student

Name	Date of Birth	Gender
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

Are you interested in securing a future space at Investigator College for any of the student's siblings?

Yes  No

If answering 'Yes' above, would you like us to place the student's siblings on our Future Enrolments list?

Yes  No



# Enrolment Preferences



Please complete the section below, ensuring that you provide all required information and attach any relevant documentation.

## Application Preferences

Entry Year

Preferred Entry Date (if known)

 /  / 

Does the student have a sibling currently enrolled at Investigator College?#

 Yes

 No

Does the student have a sibling or parent who is an Old Scholar of Investigator College?#

 Yes

 No

### #Old Scholars and Enrolled Siblings

If you answered 'Yes' to either of the questions above, please complete this section.

Which House does/did the child's siblings or parent(s) belong to?

 Banksia

 Wattle

 Blue Gum

 Waratah

## Toilet Training

Is your child toilet trained?

 Yes

**Please Note: Toilet training is a requirement for all children enrolling in the Early Learning Centre**

 No

If answering 'No' above, we will happily accept your application for enrolment, but will be unable to have your child commence with us until they are toilet trained.

## Preferred Days at Investigator

Our Early Learning Centre has some minimum booking requirements and recommendations for the number of days each week children should attend:

- All Students - Minimum 2 x Days/Week
- 4 Year Olds - Recommended to attend for a minimum of 3 x Days/Week

Based on the above, please indicate your preferred days below: (Please select any/all that apply)

 Monday  2 x Days/Week

 Tuesday  3 x Days/Week

 Wednesday  4 x Days/Week

 Thursday  5 x Days/Week

 Friday

## Future Schooling Intentions

By enrolling in our Early Learning Centre, you are also enrolling your child at Investigator College.

When your child is eligible to begin school, is your intention for them to continue into Reception at Investigator College?

 Yes

 No

## Early Learning Centre/ Child Care Choice

Prior to deciding to apply for enrolment at Little Investigators, did you attend any of the following?  
(Please tick any/all that apply)

- Guided Tour
- Private Tour
- Open Day

Prior to applying for enrolment, how did you learn about Little Investigators?  
(Please tick any/all that apply)

- Newspaper Advertisement
- Facebook/Instagram
- Google Search
- Investigator College Website
- Billboard/Signage
- Personal Recommendation
- Attended a Tour or Special Event
- Already Have/Had Children Enrolled

Which of the following were the most important factors in making your decision to apply for your enrolment with us at Little Investigators?  
(Please select up to three (3) options)

- Reputation for high quality of teaching and learning
- Sense of community and relationships between the staff, students, parents and families
- Standard and quality of the teaching staff
- Campus, facilities and environs
- Range of specialist and extra-curricular opportunities offered
- Previous positive experience with having a child enrolled at Investigator College
- Commitment to Anglican (Christian) education and ethos

Please provide a brief outline of why you are interested in enrolling your child at Little Investigators:

.....

.....

## Additional Information

Based on your observation of your child prior to them enrolling with us, do you have any concerns regarding their development in any of the following areas?

Motor Skills  Yes  No

Speech/Hearing  Yes  No

Social, Emotional or Behavioural  Yes  No

Cognitive  Yes  No

Is there any additional information you would like us to be aware of with regard to your child's learning needs? If so, please note below:

.....

.....

.....

.....

.....



# Guardianship & Care Arrangements



Please complete this section, ensuring that you provide all required information and attach any relevant documentation.

## Guardianship and Custody Arrangements

Are the Parents/Caregivers of the child separated?  Yes  No

**➔ If answering 'No' to the question above, please proceed to Parent/Caregiver Details section.**

If answering 'Yes' above, will BOTH parents be enrolling the student?  Yes^  No^

### ^Sole Parent/Caregiver

If answering 'No' to the question above, please provide details for the enrolling Parent/Caregiver only.

If answering 'Yes' to the question above, please ensure that details for BOTH Parents/Caregivers are provided.

Are there any Court Orders relating to the child?  Yes\*  No

## Attach Court Orders

### Court Orders/Guardianship Arrangements



#### \*Court Orders

If there are any Court Orders relating to the child, it is a requirement for copies of these to be attached to your application.

Who does the student mainly reside with?  Parent/Caregiver 1#  Parent/Caregiver 2#  Equal Care  Other (Please specify below)

.....  
.....

## Shared Care Arrangements

### #Shared Care

If the student mainly resides with one parent/caregiver, please complete the section below.

If the child mainly resides with one parent/caregiver, does the child live with their other parent/caregiver during any part of the school

Yes  No

Please provide details of the contact arrangements with other parent/caregiver:

.....  
.....  
.....







# Primary Carer/Parent: Details

Please Note: The details of the Primary Carer will be used for calculating the support available through the Child Care Subsidy (CCS).

## Personal Information

Title/Salutation	<input type="text"/>	Surname	<input type="text"/>		
Given Names	<input type="text"/>				
Date of Birth	<input type="text" value="/"/>		Relationship to Child	<input type="text"/>	
Country of Birth	<input type="text"/>	First Language	<input type="text"/>		

## Residential Address

Address	<input type="text"/>				
City/Town/Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>

## Postal Address

Address	<input type="text"/>				
City/Town/Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>

## Contact Details

Home Phone	<input type="text"/>
Work Phone	<input type="text"/>
Mobile Phone	<input type="text"/>
.....	
Email Address	<input type="text"/>

## Employment Details

Occupation	<input type="text"/>		
Company/Employer Name	<input type="text"/>		
Nature of Employment:			
<input type="checkbox"/> Full Time	<input type="checkbox"/> Casual		
<input type="checkbox"/> Part Time	<input type="checkbox"/> Contract/Seasonal		



# Parent/Caregiver 2: Details

## Personal Information

Title/Salutation	<input type="text"/>	Surname	<input type="text"/>		
Given Names	<input type="text"/>				
Date of Birth	<input type="text" value="/"/>		Relationship to Child	<input type="text"/>	
Country of Birth	<input type="text"/>	First Language	<input type="text"/>		

## Residential Address

Address	<input type="text"/>				
City/Town/Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>

## Postal Address

Address	<input type="text"/>				
City/Town/Suburb	<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>

## Contact Details

Home Phone	<input type="text"/>
Work Phone	<input type="text"/>
Mobile Phone	<input type="text"/>
.....	
Email Address	<input type="text"/>

## Employment Details

Occupation	<input type="text"/>
Company/Employer Name	<input type="text"/>
Nature of Employment:	
<input type="checkbox"/> Full Time	<input type="checkbox"/> Casual
<input type="checkbox"/> Part Time	<input type="checkbox"/> Contract/Seasonal



# Permissions and Consent



Please complete this section, ensuring that you provide all required consents, permissions and authorisations.

## Excursions and Incursions

While enrolled at Little Investigators, we encourage all children to participate in a wide range of excursions, incursions and short visits to different learning environments on and around the Investigator College campus.

To ensure your child is able to participate in the full range of learning activities at Little Investigators, please check each of the boxes below:

I/We give consent for my/our child named on this form, to participate in walking activities in the local area and around campus grounds. I agree to the delegation of authority to the educators and/or instructor involved.\*

I/We give consent for my/our child named on this form, to be taken outside of the ELC to access other areas at Investigator College (e.g. Library, Gymnasium, Environmental Science, Agriculture Area, Nature Playground)\*

**\*Please Note: Provision of these consents are a requirement for enrolment at Little Investigators**

## Emergencies

Little Investigators adheres to Investigator College's emergency and evacuation procedures. These procedures are designed to ensure all of our learners remain safe during potentially dangerous situations.

To ensure we are able to comply with our emergency procedures, and are able to take all reasonable measures to ensure your child remains safe whilst in our care, please check each of the boxes below:

I/We give consent for my/our child named on this form, to be taken outside of the ELC for emergency evacuations, and/or to participate in required Fire Drills where my child will be required to walk to the required evacuation assembly point.\*

I/We give consent for for educators/ teachers to administer first aid to my/our child, at their discretion, where necessary or required. \*

I/We give consent for for educators/ teachers to to seek medical treatment for my/our child by a registered medical practitioner, hospital or ambulance service and if required, transport the child to hospital

**\*Please Note: Provision of these consents are a requirement for enrolment at Little Investigators**

Name of Parent/Caregiver 1 (Please Print)



Signed (Parent/Caregiver 1)

Date

Name of Parent/Caregiver 2 (Please Print)



Signed (Parent/Caregiver 2)

Date





# Payment & Declaration



Please complete the section below, ensuring that the relevant section is signed by any and all enrolling parties.


## Payment

## Declaration

How do you intend to pay your \$50.00 Enrolment Application Fee?

- Cash – in person at time of lodgement
- EFTPOS – in person at time of lodgement
- Credit Card – details provided below

- I/We understand that by enrolling our child at Little Investigators, we are also enrolling our child at Investigator College.
- I/We have read and understood the General Terms and Conditions of Investigator College and the College policies available at: [www.investigator.sa.edu.au/parents/policies](http://www.investigator.sa.edu.au/parents/policies)
- I/We agree to be bound by the Terms and Conditions and all College policies as varied or introduced from time to time. I recognise that Investigator College is seeking to be a College of excellence, open to all in a disciplined, caring Anglican environment and agree to support this in the education of the child.
- I/We hereby certify that, to the best of my knowledge, the information provided on this application is true and correct. If false or misleading statements are made within this application or relevant information is not disclosed at the time of enrolment, the College may terminate enrolment at any time where the College is reasonably justified to do so.
- I/We understand that it is my obligation to notify the College of any changes to the information provided.
- I/We understand that applications and enrolments may be cancelled if the College loses contact with parents/caregivers or mail is returned.
- I/We understand this is an application form only and not an assurance of admission.

 If electing to pay via Credit Card, please provide your Credit Card details and payment approval below.

Card Number:

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CCV  Expiry Date

Cardholder's Name

Cardholder's Signature \_\_\_\_\_

Name of Parent/Caregiver 1 (Please Print)

/ /

Signed (Parent/Caregiver 1) Date

Name of Parent/Caregiver 2 (Please Print)

/ /

Signed (Parent/Caregiver 2) Date