



# Otamatea High School Enrolment Form for 2010

All applications must attach a **copy of the student's Birth Certificate.**

**Proof of Residence - In Zone enrolments** must attach a copy of a Telephone Account or Power Account, or Rental Agreement.

Date	ENROL
(Office Use Only)	

## Student's Details

Student's Surname			
First Names			
Preferred First Name			
Street Address and Postcode			
Male / Female (circle one)	Home phone number	Student's cell phone number	
Date of Birth Day / Month / Year	Email address:		
School the student is currently attending (or last attended) and			
	Year	Class	VFT

## Ethnicity (For statistical purposes only)

With which of the following ethnic group(s) does the student identify? *(please circle)*

**New Zealand European**

**New Zealand Maori Name iwi**

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**Other (specify)**

Country of Origin


Passport Number

First Language

Expiry Date


Student in NZ on a Student Visa Yes / No *(circle one)*

Permanent Resident Status Yes / No *(circle one)*

If you are not a New Zealand resident please bring your passport with this Enrolment Form.

Does this student live within the geographical zone?	Yes / No <i>(circle one)</i>
Proof of residence will be required if you answered yes to the above question. Please attach a copy of a Telephone Account or Power Account, or Rental Agreement with this enrolment form.	
Is the street address supplied above the student's usual place of residence	Yes / No <i>(circle one)</i>
If you live out of the geographical zone, under which priority (as in the Enrolment Scheme) do you wish to apply for enrolment? (You may wish to attach a letter) <b>Priority</b> 2 3 4 5 <i>(circle one)</i>	
Will this student be the eldest sibling at this school when s/he starts?	Yes / No <i>(circle one)</i>
Brother(s) or Sister(s) currently attending OHS: Name(s) _____	
Brother(s) or Sister(s) belong to which house: <b>Arawa Maniapoto Ngapuhi Whatua</b> <i>(circle one)</i>	
Other brother(s) or sister(s) who previously attended OHS – include the years enrolled. _____	

# Student's Health Record

Doctor:	Surgery Phone Number:
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**Has your child ever suffered from:**

**Medication or Action Required**

Asthma	Yes / No	
Epilepsy	Yes / No	
Diabetes	Yes / No	
Hepatitis B	Yes / No	
ADHA/ADD	Yes / No	
Allergies	Yes / No	
Rheumatic Fever	Yes / No	
Does he/she suffer from any other medical condition or disability? <i>(please specify)</i>		

**Immunisations Status:**

Student Vaccination Record	Yes / No	Year if Known
Hepatitis B		
Measles, Mumps & Rubella (MMR)		
Poliomyelitis		
Meningitis		
Tetanus booster aged 11 (DTAP)		

**In Case of Illness, Accident or Emergency:**

1. I give permission for my child to receive appropriate treatment when necessary from school First Aide and for my child to be given Panadol as deemed necessary.
2. If the school is unable to contact me or if the accident is serious, I give permission for the school to either take my child to the Maungaturoto Medical Centre or call an Ambulance. If an Ambulance is needed for a non accident incident I agree to meet any cost incurred.
3. If my child is on Ritalin I agree that the school may administer the appropriate dosage in accordance with my written instructions.

Parent/Guardian Signature: \_\_\_\_\_

**Agreement for Use of Computers and the Internet**

As a prerequisite for using computers and the internet at school, students at Otamatea High School agree:

- Not to load any programs onto school computers, via the internet or any other means
- To use storage media only with network administrator permission and to have these virus checked at school before using
- Not to interfere with settings or alter programs on school computers
- Not to reveal my own password to others or use other students' passwords or other personal details such as phone number or address
- Not to use unsuitable, inappropriate, offensive or illegal material
- To use electronic mail or enter chat rooms only with teacher permission each time
- To use appropriate language when sending email
- Not to order, sign-up or give out email address for anything online without teacher permission
- Not to use any method to bypass school internet security.

I understand that inappropriate use of the internet or computers may result in withdrawal of their use at school.

Student's Signature \_\_\_\_\_

## Caregiver Number 1

Surname  
 First Names  
 Title: Miss / Mrs / Ms / Mr / other (*specify*)  
 Postal Address & Postcode


Telephone Numbers:                      Home  
   Business and/or Cellphone  
   E-mail

What relationship is the person to the student: eg Mother, Father, other (*specify*)

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## Caregiver Number 2

Surname  
 First Names  
 Title: Miss / Mrs / Ms / Mr / other (*specify*)  
 Postal Address & Postcode


Telephone Numbers:                      Home  
   Business and/or Cellphone  
   E-mail

What relationship is the person to the student: eg Mother, Father, other (*specify*)

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## Emergency Contact

**In cases of emergency if the caregivers cannot be reached. They must be available to pick up student if parents unable to be contacted**

Surname	
First Name	
Title: Miss / Mrs / Ms / Mr / other ( <i>specify</i> )	
Telephone Numbers:                      Home	
Business and/or Cellphone	
What relationship is the person to the student: eg aunt, friend, other ( <i>specify</i> )	

## Other Details

Is there any other information that may be helpful for us in knowing, understanding and assisting your child/ren/family (e.g. adopted child, blended family etc).

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Please give names and addresses of parents/guardians not residing with your child who should receive student's School Reports or Newsletters

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## Declaration:

### In the event of fraudulent information being given the application will be annulled.

- I/We understand that making a false declaration is an offence.
- I/We confirm that the address provided to the school is the student's usual place of residence when the school is open for instruction. I will advise the school of any subsequent change of address.
- I/We have read the statement on Personal Information and the Privacy Act (1993).
- I/We agree to support the rules and regulations of the school as detailed in the school Enrolment Booklet. In particular:
  - I/We agree to wear the correct school uniform, with pride, every day (including to and from school).
  - I/We will demonstrate the highest respect for all people in everything I do. I/We will also respect and care for the school environment.
  - I/We agree to work hard and complete all work expected of me, to a high standard, so that I am successful while at Otamatea High School. This also involves having all the correct equipment for every lesson and completing homework.
  - I/We realize that offensive language toward staff and other students at school is not tolerated. I shall use appropriate language at all times.
- I/We give permission for images and work to be published online, in the school newsletter and local publications.
- I/We understand the agreement for use of Computers and the Internet.
- I/We agree that the above named student shall observe all of the rules and regulations that the school may from time to time publish.
- I/We agree that our son/daughter will not use or bring a cell phone to school.
- I/We shall meet all of the charges relating to classroom materials and all other curriculum and co-curriculum charges.
- I/We understand that there is a requirement to attend all classes unless a justified reason is supplied by the parent/caregiver which may include a medical certificate.
- I/We declare that all of the information on this form is true and correct.

Caregiver 1: \_\_\_\_\_ Caregiver 2: \_\_\_\_\_ Date: \_\_\_\_\_  
(Where practicable both signatures are required)

Student's signature: \_\_\_\_\_ Date for entry to Otamatea High School: \_\_\_\_\_

## Checklist (please ✓ the box)

**This application for a place at Otamatea High School must include the following and will not be completed until ALL the documents required are supplied. Incomplete applications cannot be accepted for enrolment.**

### In Zone enrolment

1. A copy of the student's Birth Certificate is attached
2. Proof of Residence - A copy of a telephone or power account, or tenancy agreement is attached
3. The student has signed the agreement for use of computers and the internet

### Out of Zone enrolment

1. A copy of the student's Birth Certificate is attached
2. The student has signed the agreement for use of computers and internet

## Privacy Act / Illegal Substances Declaration

I/We give my permission for the Principal of Otamatea High School, or his nominee to obtain from previous schools and to forward to an on-going school, or any other relevant agency, information pertinent to my child enrolment. I/We consent (or do not consent) to the publication of information and images featuring the achievements and activities undertaken by my child. I/We undertake to ensure that my child will observe the procedure Dealing With Students Caught Using or Possessing Illegal Substances at Otamatea High school is supplied at time of enrolment.

## Parent Guardian Declaration

In support of my child application for enrolment at Otamatea High School I/We agree to see that he/she abides by the rules, regulations and dress code of the school

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_