AFL Cape York House |

Application for Enrolment Form

Applicants Full Name									
Year of Enrolment	20__ __	Year Level	7	8	9	10	11	12
Gender	☐ Male		☐ Female					

Student Information						
Family Name/Surname						
Given Name(s)						
If known by another name		Date of Birth				
Medicare Card Number		Ref No.		Exp.		
Centrelink Reference number (ABSTUDY)	Student's CRN	Tax File Number (if 15 years+)				
Phone Number						
Email address						
Do you identify as?	☐ Aboriginal	☐ Torres Strait Islander	☐ Aboriginal and Torres Strait Islander	☐ Neither		
Name of Community						
Language spoken at home		Clan Group (if known)				
Are there any current any Court Order/s in place?	☐ Yes* ☐ No **If **YES**, please provide a copy with this application.*	Copy of Court Order attached?	☐ Yes	☐ No	☐ N/A	

Family Information			
Parent / Guardian Information (1)		**Parent / Guardian Information (2)**	
Family Name/ Surname		Family Name/ Surname	
Given Name(s)		Given Name(s)	
Centrelink Reference number (ABSTUDY)	Parent 1's CRN	Centrelink Reference number (ABSTUDY)	Parent 2's CRN
Relationship to Student		Relationship to Student	
Residential Address		Residential Address	
Town/ Suburb/ Postcode		Town/ Suburb/ Postcode	
Phone Number		Phone Number	
Mobile Number		Mobile Number	
Email Address		Email Address	
Are you the ABSTUDY Claimant?	☐ Yes ☐ No	Are you the ABSTUDY Claimant?	☐ Yes ☐ No
Is the student currently living with you?	☐ Yes ☐ No* **If **NO**, please provide details (below)*	Is the student currently living with you?	☐ Yes ☐ No* **If **NO**, please provide details (below)*
Name, Address and contact details of person the student is living with (if not parent/guardian listed above)	*Full Name:* *Address:* *Reason for living with this person:*	*Relationship:* *Phone Number:*	

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Other Contact Details				
Emergency Contact			**School or Community Contact**	
Parent/Guardian (1)	☐ Yes	☐ No	**Family Name/ Surname**	
Parent/Guardian (2)	☐ Yes	☐ No	**Given Name(s)**	
Additional Emergency Family Contact			**Relationship to Student**	
Family Name/ Surname			**Residential Address**	
Given Name(s)			**Town/ Suburb/ Postcode**	
Centrelink Reference number (ABSTUDY)	ER Contact's CRN		**Centrelink Reference number (ABSTUDY)**	Contact's CRN
Relationship to Student			**Mobile Number**	
Residential Address			**Alternative Phone Number**	
Town/ Suburb/ Postcode			**Email address**	
Mobile Number				
Alternative Phone Number				
Email address				

Educational Profile- Please attach MOST RECENT reports			
Current School		**Previous School(s)**	
School Name		**School Name (1)**	
Length of Time		**Length of Time**	
Semester 1 report attached	☐ Yes	**Reason for leaving?**	
Semester 2 report attached	☐ Yes	**School Name (2)**	
NAPLAN report attached	☐ Yes	**Length of Time**	
		Reason for Leaving?	

If "YES" to any of the following, please specify and provide documentation		
Has your child ever been assessed by a Specialist for learning difficulties / developmental or behavioural issues?	☐ Yes	☐ No
Has your child ever had an Individual Learning Plan?	☐ Yes*	☐ No
	If* **YES, *please provide details*	

Does your child experience difficulties in any of the following areas?	
☐ Speech	☐ Hearing
☐ Physical	☐ Vision
☐ Social / Emotional	☐ Intellectual
☐ Autism / Asperger's	☐ learning difficulty
☐ ADD / ADHD	☐ Other, please provide details

Signatures			
Parent/Guardian (1)		**Parent/Guardian (2)**	
Signature		**Signature**	
Date		**Date**	

Information Collection and Use, Disclosure

Information we collect: AFL Cape York Limited ("the Organisation") collects and records personal information, including sensitive information about students and parents/legal guardians before and during the course of a student's enrolment at our residential boarding facilities. Laws governing or relating to the operation of residential boarding facilities require that certain information is collected, stored and used. This may include information about education, health and Child Protection matters. We may ask you to provide updated information about students at the time of enrolment and from time to time.

Purpose of collection: The primary purpose of collecting and recording this information is to enable the provision of quality boarding services. In addition, some of the information we collect and record is to satisfy the residential boarding facilities legal obligations, particularly to enable the residential boarding facilities to discharge its duty of care to students and parents/legal guardians.

Disclosure of information: This information may be disclosed by us for administrative and educational purposes to others including, but not limited to, personnel within AFL Cape York Limited Office, AFL Cape York House partner schools, medical practitioners and people providing services to AFL Cape York, such as specialist visiting teachers and consultants. In addition, we may be required to disclose this information to government departments, both State and Federal.

Personal information collected from students is regularly disclosed to their parents/legal guardians. On occasions, information such as academic and sporting achievements, student activities, and other news may be published in newsletters, magazines, and on our website. Parents may seek access to personal information collected about them and their son/daughter by contacting the Boarding Operations Manager.

Students may also seek access to personal information about them by making a request to the Boarding House Managers. 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, where access may result in a breach of the residential boarding facilities duty of care to the student, or where students have provided information in confidence.

The AFL Cape York Limited Privacy Policy sets out how parents or students may complain about a breach of privacy and how the Organisation will deal with such a complaint.

The Organisation from time to time engages in fundraising activities. Information received from you may be used to make an appeal to you. It may also be disclosed to organisations that assist in the AFL Cape York Limited'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.

If you provide the Organisation with the personal information of others, such as the student's other parents, doctors or emergency contacts, we encourage you inform them that you are disclosing that information to all AFL Cape York Limited business areas and why. They should also be informed that they can access that information if they wish and that the Organisation does not usually disclose the information to third parties.

Our privacy position: AFL Cape York Limited is bound by the Privacy Act (1988), and has adopted the thirteen (13) Australian Privacy Principles. A privacy statement detailing AFL Cape York Limited's practices and procedures for the use and management of the personal and sensitive information it collects and records can be accessed on the Organisation's website http://aflcy.com.au. Alternatively, a hard copy of the statement may be provided on request.

Information required: If we do not obtain the personal and sensitive information referred to above, we may not be able to enrol or continue to enrol your student.

This information is contained in each Application for Enrolment Form. By completing and submitting this form, you will have confirmed your understanding of, and agreement with, the above.