KIAMA HIGH SCHOOL

STUDENT & PARENT/CARER

UPDATE DETAILS

Student details

A. Student details

Family name
First given name
Second given name
Preferred first name
Gender  □ Male  □ Female
Date of birth  ___________  ___________  ______

Into which year are you seeking to enrol this student? (mark only one box)

Intended start date  ___________  ___________  ______

OFFICE USE ONLY

School name
Student registration number  ___________
Date of enrolment at this school  ___________  ___________  ______
Roll Class (eg 3 SMITH, 9R2)  ___________
Current scholastic year in which the student is enrolled (K-12)  ___________
House group  ___________
Special Religious Education (SRE)/Special Education in Ethics (SEE)  ___________
Out of home care □ Yes  □ No  Name of statutory care provider  ___________
B. Parent/Carer 1 with whom this student normally lives

If applicable, copies of any relevant family law or other court orders must be provided.

Title (eg Mr/Ms/Mrs/Dr) [___] Gender [___] Male [___] Female

Relationship to student (eg mother/father/carer) [___]

Family name [___]

Given name [___]

Country of birth [___]

Aboriginality [___] No [___] Aboriginal [___] Torres Strait Islander [___] Both Aboriginal and Torres Strait Islander

OCCUPATION GROUP

Please choose the group that best describes your occupation

Mark one box only. If you have retired or stopped work in the last 12 months, choose the group in which you used to work. See page 16 for more information and examples.

[___] Group 8 Have not been in paid work in the last 12 months
[___] Group 4 Machine operators, hospitality staff, assistants, labourers and related workers
[___] Group 3 Tradesmen/women, clerks and skilled office, sales and service staff
[___] Group 2 Other business managers, arts/media/sportspersons and associate professionals
[___] Group 1 Senior management in large business organisation, government administration and defence, and qualified professionals

Occupation [___]

SCHOOL EDUCATION

What is the highest level of schooling completed?

For persons who never attended school, mark ‘Year 9 or equivalent or below’ (mark one box only).

[___] Year 12 or equivalent [___] Year 11 or equivalent [___] Year 10 or equivalent [___] Year 9 or equivalent or below

EDUCATIONAL QUALIFICATIONS

What is the highest qualification completed?

[___] No non-school qualification [___] Certificate I to IV (including trade certificate) [___] Advanced diploma/diploma [___] Bachelor degree or above

LANGUAGES OTHER THAN ENGLISH SPOKEN AT HOME

Does this parent/carer speak a language other than English at home?

[___] No, English only [___] Yes

If yes, what language(s) other than English are spoken at home?

Please write the actual language(s) used, for example, Swahili (not African), Punjabi (not Indian), Auslan, Aboriginal English, Torres Strait Creole.

Main language other than English spoken at home by parent/carer 1 [___]

Other language(s) spoken at home [___]

Interpreters may be available during school interviews. Would an interpreter be required? [___] Yes [___] No
B. Parent/Carer 2 with whom this student normally lives

If applicable, copies of any relevant family law or other court orders must be provided.

Title (eg Mr/Ms/Mrs/Dr)  ____________________________

Gender  □ Male  □ Female

Relationship to student (eg mother/father/carer)  ____________________________

Family name  ____________________________

Given name  ____________________________

Country of birth  ____________________________

Aboriginality  □ No  □ Aboriginal  □ Torres Strait Islander  □ Both Aboriginal and Torres Strait Islander

OCCUPATION GROUP

Please choose the group that best describes your occupation

Mark one box only. If you have retired or stopped work in the last 12 months, choose the group in which you used to work. See page 15 for more information and examples.

□ Group 8  Have not been in paid work in the last 12 months
□ Group 4  Machine operators, hospitality staff, assistants, labourers and related workers
□ Group 3  Tradesmen/women, clerks and skilled office, sales and service staff
□ Group 2  Other business managers, arts/media/sports persons and associate professionals
□ Group 1  Senior management in large business organisation, government administration and defence, and qualified professionals

Occupation  ____________________________

SCHOOL EDUCATION

What is the highest level of schooling completed?

For persons who never attended school, mark “Year 9 or equivalent or below” (mark one box only).

□ Year 12 or equivalent  □ Year 11 or equivalent  □ Year 10 or equivalent  □ Year 9 or equivalent or below

EDUCATIONAL QUALIFICATIONS

What is the highest qualification completed?

□ No non-school qualification  □ Certificate I to IV (including trade certificate)  □ Advanced diploma/diploma  □ Bachelor degree or above

LANGUAGES OTHER THAN ENGLISH SPOKEN AT HOME

Does this parent/carer speak a language other than English at home?

□ No, English only  □ Yes

If yes, what language(s) other than English are spoken at home?

Please write the actual language(s) used, for example, Swahili (not African), Punjabi (not Indian), Auslan, Aboriginal English, Torres Strait Creole.

Main language other than English spoken at home by parent/carer 2  ____________________________

Other language(s) spoken at home  ____________________________

Interpreters may be available during school interviews. Would an interpreter be required?  □ Yes  □ No
C. Parents/carers with whom this student normally lives

Name to be used for all correspondence (eg Mr and Mrs A Black, Ms B Green)

Residential address (eg 1 High Street, Sydney, NSW, 2000)

Is this the residential address of the student to be enrolled? □ Yes □ No

Correspondence address

If you have a correspondence address that is different to your residential address please write it below (eg PO Box 51, Sydney, NSW, 2001).

If the school needs to contact a parent/carer, please specify, in order of preference, who to contact

If there are any special conditions or times relevant to any contact number, please include this in the comment box next to the number (eg Mondays and Tuesdays only).

NAME OF PARENT/CARER TO CONTACT FIRST

Phone number (mobile)

Phone number (home)

Phone number (work)

Contact email address

Comments

NAME OF PARENT/CARER TO CONTACT SECOND

Phone number (mobile)

Phone number (home)

Phone number (work)

Contact email address

Comments
Family details

D. Parents/carers not living with this student

Complete only if applicable. Copies of any relevant family law or other court orders must be provided. Please print and attach additional pages if required for multiple parents/careers not living with this student.

Title (eg Mr/Ms/Mrs/Dr) 

Gender

Male

Female

Relationship to student (eg mother/father/carer)

Family name

Given name

Aboriginality

No

Aboriginal

Torres Strait Islander

Both Aboriginal and Torres Strait Islander

OCCUPATION GROUP

Please choose the group that best describes your occupation

Mark one box only. If you have retired or stopped work in the last 12 months, choose the group in which you used to work. See page 16 for more information and examples.

- Group 8 Have not been in paid work in the last 12 months
- Group 4 Machine operators, hospitality staff, assistants, labourers and related workers
- Group 3 Tradesmen/women, clerks and skilled office, sales and service staff
- Group 2 Other business managers, arts/media/sportspersons and associate professionals
- Group 1 Senior management in large business organisation, government administration and defence, and qualified professionals

Occupation

SCHOOL EDUCATION

What is the highest level of schooling completed? For persons who never attended school, mark ‘Year 9 or equivalent or below’ (mark one box only).

- Year 12 or equivalent
- Year 11 or equivalent
- Year 10 or equivalent
- Year 9 or equivalent or below

EDUCATIONAL QUALIFICATIONS

What is the highest qualification completed?

- No non-school qualification
- Certificate I to IV (including trade certificate)
- Advanced diploma/diploma
- Bachelor degree or above

CONTACT DETAILS

If there are any special conditions or times relevant to any contact number, please include these in the comment box next to the number (eg Mondays and Tuesdays only).

Comments

Phone number (mobile)

Phone number (home)

Phone number (work)

Preferred email address for correspondence
D. Parents/carers not living with this student (continued)

**Residential address** (eg 1 High Street, Sydney, NSW, 2000)

<table>
<thead>
<tr>
<th>Residential address details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Does the student sometimes reside at this address?**  
☐ Yes  ☐ No

**Correspondence address**

If you have a correspondence address that is different to your residential address please write it below (eg PO Box 51, Sydney, NSW, 2001).

<table>
<thead>
<tr>
<th>Correspondence address details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**Additional emergency contacts**

E. Additional emergency contacts

Please nominate two people over the age of 18 years who may be contacted in the event of an emergency if the school is unable to contact the parents/carers listed in Section C. Ideally each contact should be someone who lives in the neighbourhood of the school. Please ensure that you have discussed with these people their willingness to be emergency contacts.

**CONTACT DETAILS (first preference)**

**Family name**

<table>
<thead>
<tr>
<th>Family name details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Given name**

<table>
<thead>
<tr>
<th>Given name details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Relationship to student** (eg neighbour/aunt/uncle)

<table>
<thead>
<tr>
<th>Relationship to student details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If there are any special conditions or times relevant to any contact number, please include these in the comment box next to the number (eg Mondays and Tuesdays only).

**Comments**

<table>
<thead>
<tr>
<th>Comments details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Phone number (mobile)**

<table>
<thead>
<tr>
<th>Phone number (mobile) details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Phone number (home)**

<table>
<thead>
<tr>
<th>Phone number (home) details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Phone number (work)**

<table>
<thead>
<tr>
<th>Phone number (work) details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**CONTACT DETAILS (second preference)**

**Family name**

<table>
<thead>
<tr>
<th>Family name details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Given name**

<table>
<thead>
<tr>
<th>Given name details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Relationship to student** (eg neighbour/aunt/uncle)

<table>
<thead>
<tr>
<th>Relationship to student details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If there are any special conditions or times relevant to any contact number, please include these in the comment box next to the number (eg Mondays and Tuesdays only).

**Comments**

<table>
<thead>
<tr>
<th>Comments details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Phone number (mobile)**

<table>
<thead>
<tr>
<th>Phone number (mobile) details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Phone number (home)**

<table>
<thead>
<tr>
<th>Phone number (home) details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Phone number (work)**

<table>
<thead>
<tr>
<th>Phone number (work) details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Parent occupation groups

The main purpose for collecting this information is to promote and implement the National Goals for Schooling by informing State and Commonwealth Governments on matters that may affect resourcing to your child's school and preschool.

You will need to use this table to complete the 'Occupation Groups' section on pages 4, 5 and 7.

The five groups listed here are used by the Australian Bureau of Statistics to classify occupations. Please choose the group (1, 2, 3, 4 or 8) that you think best describes your occupation.

If you have retired or stopped work in the past 12 months, choose the group in which you used to work.

Group 8
- You have not been in paid work in the last 12 months

Group 4
- Drivers, mobile plant, production/processing machinery and other machinery operators
- Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper)
- Office assistants, sales assistants and other assistants
- Office (typist, word processing/data entry/business machine operator, receptionist, office assistant)
- Sales (sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stocker)
- Assistant laiue (trades' assistant, school)

Group 3
- Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship
- Clerks (bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk)
- Skilled office, sales and service staff

Group 2
- Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business
- Specialist manager (finance/engineering/production/personnel/industrial relations/sales/marketing)
- Financial services manager (bank branch manager, finance/investment/insurance broker, credit/loans officer)
- Retail sales/services manager (shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency)
- Arts/media/sports (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official)
- Associate professionals generally have diploma/technical qualifications and support managers and professionals
- Business/administration (recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager)
- Defence Forces senior Non-Commissioned Officer

Group 1
- Senior executive/manager/department head in industry, commerce, media or other large organisation
- Public service manager (section head or above), regional director, health/education/police/fire services administrator
- Other administrator (school principal, faculty head/dean, library/museum/gallery director, research facility director)
- Defence Forces Commissioned Officer

- Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others
- Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer)
- Air/sea transport (aircraft/shipping's captain/navigator, pilot, flight officer, flying instructor, air traffic controller)