

TE MIRO SCHOOL

Student Enrolment Form

443 Te Miro Road, RD4 Cambridge, 3496
Phone (07) 8278146, email: office@temiro.school.nz



STUDENT DETAILS

Surname _____
Legal Surname _____
All first name/s _____
Preferred name (known by) _____
Gender _____ Date of Birth (dd/mm/yy) _____
(Birth Certificate to be sighted upon Enrolment)
Country of birth _____
Residency / Citizenship? Yes / No If no, enter details below:
Date NZ Entry (dd/mm/yy) _____
Language spoken at home _____
Student will be the eldest at this school? Yes / No
If no, please name brothers/sisters who are attending this school

For Office Use Only

Student Enrolment No: _____
NSN: _____
Start Date: _____
D.O.B. Verification: _____
(Birth Certificate, Passport, etc.)
No. _____
Immunisation form: Y / N
Internet Permission: Y / N
Year Level: _____
Room: _____
Teacher: _____

CONTACT DETAILS

Mother/Guardian

Lives with: Y / N

Name _____
If not Mother, please indicate relationship: _____
Home Address (Physical) _____
Mail Address (if different) _____
Phone (Home): _____ Phone (Work): _____
Email: _____ Mobile: _____

Father/Guardian

Lives with: Y / N

Name _____
If not Father, please indicate relationship: _____
Home Address (Physical) _____
Mail Address (if different) _____
Phone (Home): _____ Phone (Work): _____
Email: _____ Mobile: _____

Court order issued? Yes / No If yes, please supply copy of court order

Custody of Parenting Agreement in Place? Yes / No If yes please attach relevant documentation and supply details below: _____

EMERGENCY CONTACTS

Name: _____

Phone (Home): _____

Mobile: _____

Relationship to child _____

Name: _____

Phone (Home): _____

Mobile: _____

Relationship to child _____

PREVIOUS SCHOOLING

Date first started *any* Primary School _____ (e.g. date first started school)

Student is transferring from School (name) _____ Year Level _____

Was ECE regularly attended?

☐ Yes, for the last _____ year/s ☐ Not regularly, only occasionally

Approx. number of hours per week _____

Please indicate what Early Childhood Centre this student attended (if just starting school this year)

☐ Kohanga Reo ☐ Play Centre ☐ Kindergarten or Early Childhood Education Centre ☐ Home Based Service
☐ Attended, but only outside New Zealand ☐ Did not attend any service

Has your child been stood down, suspended or excluded from another school? ☐ Yes ☐ No

If Yes, what was the reason? _____

ETHNIC GROUPS

Please choose up to two Ethnic Groups which you feel your child belongs to:

☐ NZ European/Pakeha ☐ New Zealand Maori – Please indicate Iwi Affiliation:

1. _____ 2. _____

☐ Other European _____ ☐ Pacific Islands (specify) _____

☐ Asian (specify) _____ ☐ Other (specify) _____

HEALTH RECORD

Name of Family Doctor: _____ Phone: _____

Allergies _____ ☐ OK for Milk

Medication _____ ☐ OK for Panadol

Sight/Vision/Speech/Hearing or Other medical issues e.g. Asthma, Diabetes

My child is immunised (please tick): ☐ Yes ☐ No

If **yes**, attach copy of immunisation certificate and circle relevant immunisations:

Diphtheria / Hepatitis B / HIB / Meningococcal B / Mumps / Pertussis / Polio / Rubella / Tetanus

Learning / Behaviour Needs: _____

Specialist Needs / Resourcing / Agencies: _____

I/We acknowledge that the information is true and correct in every particular and will be relied upon by the School. If found to be false by the School, then the School reserves the right to remove your child.

I/We agree that our child shall abide by all School Rules and Regulations.

I/We understand the need to pay school costs.

I/We understand and give permission for the medication detailed in the Health Record list to be administered if and when necessary by the staff of Te Miro School. If our child requires short term medication e.g. Cough syrup / antibiotics, I/We will send a note which gives the school staff permission to administer this medication, the reason for the medication, and will ensure the container is clearly labelled with the child's name, the contents of the container, the dosage, expiry date and other relevant information (eg. Store in fridge). In the event of an accident or sudden illness, I/We authorise the staff of Te Miro School to obtain such medical assistance as may be necessary.

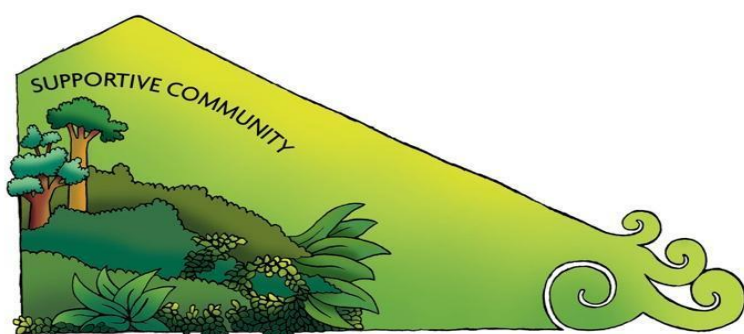
I/We understand that the information on this form will be used by this School to maintain appropriate school records and effective contact with the enrolled pupil's parents/caregivers.

I/We also agree to the school requesting relevant information from other schools for enrolment purposes and class placements and to forwarding relevant information to another school for enrolment purposes and class placements.

Signature:

Date:

Name:





Te Miro School Digital Technology Responsible Use Agreement

Introduction

Please keep this page for your information

Te Miro School believes in a Digital Citizenship model for supporting safe and responsible use of the internet in teaching and learning. An important part of this is that we are able to show others what that responsible use looks like while we are using technology in our learning.

We think a good digital citizen is someone who;

- is a confident and capable user of ICT
- will use ICT for learning as well as other activities
- will think carefully about whether the information they see online is true
- will be able to speak the language of digital technologies
- understands that they may experience problems when using technology but can deal with them
- will always use ICT to communicate with others in positive ways
- will be honest and fair in all of their actions using ICT
- will always respect people's privacy and freedom of speech online
- will help other to become a better digital citizen

Because we know this is important for us all, we ask everyone, the staff, students and volunteers working at the school to agree to use the internet and other technologies in a safe and responsible way by following the rules laid out in this Responsible Use Agreement.

If someone cannot agree to act responsibly, or the things that they do mean that other people are being harmed, then we might stop them from using the internet or other technology at school.

Responsible Use Agreement

When using information & communications technologies (ICT) at Te Miro School I will always be a good digital citizen. This means that I;

I will be a confident and capable user of ICT.

I know what I do and do not understand about the technologies that I use. I will get help where I need it.

I will use ICT for learning as well as other activities.

I understand that technology can help me to learn. I also know it can also be used to talk to people, to buy and sell things and to have my opinion heard. I know when and where it is OK to do each one.

I will think carefully about whether the information I see online is true.

I know that it is easy to put information online. This means that what I see is not always right. I will always check to make sure information is real before I use it.

I will be able to speak the language of digital technologies.

When people talk online the things they say can be quite different from a conversation they might have if they were sitting next to each other. I know that I must try to understand what people are saying before I react to them. If I am not sure, I can ask them or someone else to explain. I know that if someone talks to me online in a way that I do not like I should not respond, and get adult help.

I understand that I may experience problems when I use technology but that I will learn to deal with them.

I understand that there will be times when technology may not work as I expected it to, or that people may be mean or unkind to me online. When these things happen, I know that there are ways I can deal with it. I also know there are people I can go to, to get help if I don't know what to do next.

I will always use ICT to communicate with others in positive, meaningful ways.

I will always talk politely and with respect to people online. I know that it is possible to bully or hurt people with what I say and do on the internet. I will think about the effect that my actions have on other people.

I will be honest and fair in all of my actions using ICT.

I will never do anything online that I know will hurt anyone. I will make sure what I do is not against the law. I will make sure that my actions don't break the rules of the websites that I use. When I am not sure about what I am doing I will ask for help.

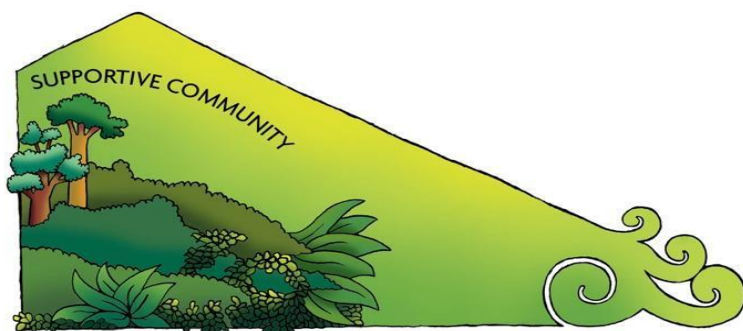
I will always respect people's privacy and freedom of speech online.

I understand that some information is private. I will be careful when using full names, birthdays, addresses and photos of other people and of my own. I also know that I will not always agree with what people say online but that does not mean that I can stop them or use it as an excuse to be unkind to them.

I will help others to become a better digital citizen.

Being a good digital citizen is something that we all have to work at. If I know that my friends are having problems online, I will try to help them. If I see that someone is being unfairly treated online then I will speak up rather than just watch it happen.

Please keep this page for your information



Parent Declaration

I understand that Te Miro School is supporting students as they learn the skills required to become successful digital citizens. Our school defines a digital citizen as someone who;

- is a confident and capable user of ICT
- uses technologies to participate in educational, cultural, and economic activities
- uses and develops critical thinking skills in cyberspace
- is literate in the language, symbols, and texts of digital technologies
- is aware of ICT challenges and can manage them effectively
- uses ICT to relate to others in positive, meaningful ways
- demonstrates honesty and integrity in their use of ICT
- respects the concepts of privacy and freedom of speech in a digital world
- contributes and actively promotes the values of digital citizenship

I understand that Te Miro School has a policy and associated procedures* which outlines the schools digital citizenship approach and how this supports teaching and learning.

*These documents are available on request

I understand that the school provides access to the internet and other communications technologies because it believes that they enhance the teaching and learning process.

I understand that the school encourages responsible behaviour by students when using technology to help protect themselves and each other from experiencing harm online. I am aware that this "Responsible Use Agreement" is part of that, and that it encourages students to consider how their actions can affect themselves and those around them.

I have read the student declaration and have talked with my child about what it means to them. I am happy that my child understands what this means, and that they are capable of working within the guidelines.

I am aware that students can experience challenges when using technology, but that the school makes every effort to support students to manage those challenges effectively. I understand that by learning to deal with them in a safe environment with the appropriate support they will be better prepared to deal with those challenges in the future.

If I have questions or concerns about the way in which technology is being used by my child at school, I know the school is happy to discuss this with me, and I am aware that I am welcome to do this at any time.

Signed

Date

Name

TE MIRO SCHOOL

Education Outside The Classroom (EOTC)

Education Outside the Classroom (EOTC) is the name given to all events / activities that occur outside the classroom, both on and off the school site. This includes sport.

At Te Miro School we believe in using a range of environments and experiences to enhance our students' learning. We have access to beaches, rivers, mountains, and the bush in our area and beyond. We are also close to various built environments in our community. These areas are rich learning environments for our learners both in and out of school.

At Te Miro School we believe our learners should have access to a wide range of opportunities. Some of the learning occurs beyond the school site, and this document is seeking your consent for your child/ren to participate in such learning.

ACTIVITIES & CONSENT

The Ministry of Education's EOTC guidelines identify four EOTC activity types, each with recommended types of parental / caregiver consent. In brief, they are:

Type of Event	Description	Type of Consent
A	On site – in the school grounds (1) Lower risk environments (2) Higher risk environments*	(1) No consent sought or blanket consent (2) Separate consent for each event or programme
B	Off-site events in the local community occurring in school time (1) Lower risk environments (2) Higher risk environments*	(1) Blanket consent at enrolment (2) Separate consent for each event or programme
C	Off-site events – finishing after school finishes (1) Lower risk environments (2) Higher risk environments*	(1) Blanket consent at enrolment (2) Separate consent for each event or programme
D	Off-site residential overnight events (1) Lower risk environments (2) Higher risk environments*	(1) Separate consent (2) Separate consent for each event or programme

*** Involves risk assessed to be greater than that associated with the average family activity.**

All EOTC activity categories require staff to undertake an analysis of risks, and identify the management strategies required to eliminate, isolate, and minimise the risks. Emergency procedures are also in place.

BLANKET CONSENT

I/We agree to the participation of _____ (name) in lower risk category A, B, and C EOTC events while a student at Te Miro School.

I/We have provided the school with up to date medical, supervision, and learning information through the enrolment form and will make every endeavour to keep this information current.

Signed

Date

Name