



Enrolment Form

Student Information

Last name (as per birth certificate): _____

First name(s) (as per birth certificate): _____

First name (preferred): _____

Ethnicity: _____

Religion: _____

Date of birth: _____ / _____ / _____

Gender: Male Female

Current year level: _____

Year level at entry: _____

Student mobile: _____

Home phone: _____

Student email: _____

Student passport number: _____

OR, birth certificate provided:

Home address A Village: _____

Town: _____

Home address B Village: _____

Town: _____

School Information

Previous school: _____

Year level: _____

NSN number: _____

Latest school report provided:

Have you ever been stood down or suspended

Yes:

No:

Details (if applicable): _____

Medical and Other Information

Medical conditions: _____

Allow Panadol:

Yes

No

Any special needs: _____

Siblings Information

Siblings at this school: _____

Anau: _____

Siblings at this school: _____

Anau: _____

Parent / Caregiver Information

Name of Legal Guardian: _____

Primary Caregiver 1 (Mother/Aunty/Nana)

Relationship to student: _____

Name: _____

Occupation: _____

Phone (home): _____

Phone (work): _____

Cellphone: _____

Work address: _____

Home address: _____

Email: _____

Primary Caregiver 2 (Father/Uncle/Papa)

Relationship to student: _____

Name: _____

Occupation: _____

Phone (home): _____

Phone (work): _____

Cellphone: _____

Work address: _____

Home address: _____

Email: _____

Emergency Contact Details

Relationship to student: _____

Name: _____

Occupation: _____

Phone (home): _____

Phone (work): _____

Cellphone: _____

Work address: _____

Home address: _____

Email: _____

Enrolment Agreement

Learning is the core of the college. We believe that all students are capable of learning and that it is our job as a college to ensure that all learning are maximized. We want each and every one of our students to be “the best they can be”. Our college motto “Kia Toa” provides us with our overall strategy. We want all our students to be strong and courageous in their pursuit of learning. **The school guidelines are in place to help prepare each student for adult life, build maturity and responsibility in growing respectable citizens within society. This supports the Tereora College’s Mission statement, “Excellence in Citizenship” and our motto “KIA TOA”**

It is Tereora College’s wish that all staff have the opportunity to work with parents and caregivers to ‘raise-up a child’ who will respect and honor all others, become ‘excellent in citizenship’ and make knowledgeable leaders for tomorrow.

Upon enrolment:

- I / We agree that my child will wear the correct school uniform and abide by the rules and regulations and discipline procedures of Tereora College
- I / We give permission for the College to use any image / publication showing my son’s / daughter’s work or self
- I / We agree that we have read and will abide by the Cyber Safety Acceptable Use Agreement
- I / We agree that non uniform items can be confiscated and that Tereora College takes no responsibility for any items that may subsequently be lost or misplaced
- I / We understand that there is a NO CELLPHONE/HAND-HELD DEVICE in operation at Tereora College during school hours and if seen or heard, the device will be confiscated and will be picked up by parents/caregivers only. I / We agree that cellphones, I-Pads and the like are brought to school at the risk of my child and that the school does not take responsibility for the loss, damage or theft of these personal items.
- I / We give permission for Tereora College to obtain school records and any other information relevant to my child’s welfare from previous schools
- I / We attest that my child will have a current driver’s license when using their own transport to come to and from school
- I / We understand that there is an expected level of attendance needed to keep my enrolment current ($\geq 80\%$)

Students leaving school during the day: The school is responsible for students’ actions, health and safety during school hours. No pass will be issued without parent / caregiver consent. A student wishing to leave school during the school day must get a student pass from the school office. A pass will only be issued for a valid reason.

Parents/caregivers and student’s signatures indicate that they have read, understand and will abide by Tereora College’s school rules and guidelines:

Name of student: _____

Signature of student: _____ Date: _____

Name of parent / caregiver / guardian: _____

Signature of parent / caregiver / guardian: _____ Date: _____

Checklist

- Copy of student’s birth certificate or passport is provided
- Copy of student’s latest full school report / learning record is provided
- You have read and agree with the Cyber Safety Use Agreement

Cyber-safety Use Agreement For Tereora College Students

Introduction

The school's computer network, Internet access facilities, computers and other school ICT equipment/devices bring great benefits to the teaching and learning programmes at Tereora College and to the effective operation of the school. Our school has cyber safety practices in place, which include cyber safety use agreements for all school students. The overall goal of the school in this matter is to create and maintain a cyber-safety culture which is in keeping with the values of the school, and professional obligations. This use agreement includes information about your obligations, responsibilities, and the nature of possible consequences associated with cyber safety breaches which undermine the safety of the school environment. All students will be issued with a use agreement and once the signed consent form has been returned to school, students will be able to use the school ICT equipment/devices. The school's computer network, Internet access facilities, computers and other school ICT equipment/devices are for educational purposes appropriate to the school environment. This applies whether the ICT equipment is owned or leased either partially or wholly by the school, and used on *or* of the school site.

As a safe and responsible user of ICT I will help keep myself and other people safe by following these rules

- I cannot use school ICT equipment until my parent and I have read and signed my use agreement form
- If I have my own user name, I will log on only with that user name. I will not allow anyone else to use my user name.
- I will not tell anyone else my password.
- While at school or a school-related activity, I will not have any involvement with any ICT material or activity which might put myself or anyone else at risk (e.g. bullying or harassing).
- I understand that I must not at any time use ICT to upset, offend, harass, threaten or in any way harm anyone connected to the school or the school itself, even if it is meant as a joke.
- I understand that I can only use the Internet at school when a teacher gives permission and there is staff supervision.
- While at school, I will not: Access, or attempt to access, inappropriate, age restricted, or objectionable material; Download, save or distribute such material by copying, storing, printing or showing it to other people; Make any attempt to get around or bypass security, monitoring and filtering that is in place at school.
- If I accidentally access inappropriate material, I will: not show others; turn off the screen or minimise the window and report the incident to a teacher immediately
- I understand that I must not download any files such as music, videos, games or programmes without the permission of a teacher.
- I understand that these rules apply to any privately owned ICT equipment/device (such as a laptop, mobile phone, USB drive) I bring to school or a school-related activity. Any images or material on such equipment/devices must be appropriate to the school environment.
- I will not connect any device (such as a USB drive, camera or phone) to, or attempt to run any software on, school ICT without a teacher's permission. This includes all wireless technologies.
- I will ask a teacher's permission before giving out any personal information (including photos) online about myself or any other person.
- I will respect all ICT systems in use at school and treat all ICT equipment/devices with care. This includes: not intentionally disrupting the smooth running of any school ICT systems; not attempting to hack or gain unauthorised access to any system; following all school cyber safety rules, and not joining in if other students choose to be irresponsible with ICT; reporting any breakages/damage to a staff member.
- I understand that the school may monitor traffic and material sent and received using the school's ICT network. The school may use filtering and/or monitoring software to restrict access to certain sites and data, including email.
- I understand that the school may audit its computer network, Internet access facilities, computers and other school ICT equipment/devices or commission an independent forensic audit. Auditing of the above items may include any stored content, and all aspects of their use, including email.
- I understand that if I break these rules, the school may inform my parent(s). In serious cases the school may take disciplinary action against me. I also understand that my family may be charged for repair costs. If illegal material or activities are involved, it may be necessary for the school to inform the police.
- I understand the school is not responsible for the security and safety of any personal devices.