

# application for enrolment

## PLEASE RETURN THE COMPLETED ENROLMENT FORM TO

The Enrolments Registrar  
Fahan School  
PO Box 2090  
Lower Sandy Bay, Tasmania 7005

STUDENT'S NAME

Given Name/s

Surname

YEAR OF ENTRY

YEAR LEVEL

## DOCUMENTS REQUIRED

As the parents (or guardian) of a student, you must provide Fahan School with the following:

1. The completed Application Form for Enrolment and non-refundable Application Fee. Both parents must sign the forms. If not, appropriate explanatory documentation such as sole custody, residency order or in the case of one in loco parentis, proof of that status, must be attached to the enrolment application.
2. A certified copy of the student's birth certificate
3. A copy of the student's most recent school report
4. A copy of the student's immunisation certificate

## PLEASE NOTE THAT A NON-REFUNDABLE APPLICATION FEE OF \$100 MUST ACCOMPANY THIS FORM

Note: A decision regarding admission will be made after all details are complete and a meeting with the Principal. Following confirmation of a place, payment of the refundable Enrolment Fee or Fahan Foundation Membership Fee is then payable. (See page 15).

### APPLICATION CHECKLIST

- Enrolment form completed and submitted to the school
- Non-refundable application fee
- Copies of most recent school report
- Both parents signatures
- Immunisation details

### FOR OFFICE USE ONLY

Date

Enrolment Fee

Interview Date

Confirmation Date

Receipt

**PLEASE NOTE THAT THE APPLICATION FORM FOR ENROLMENT DOES NOT ITSELF CONSTITUTE AN ENROLMENT**

# Student Information

STUDENT'S LEGAL NAME	<input type="text" value="Surname"/>	<input type="text" value="Given Name/s"/>	
IS THE STUDENT KNOWN BY ANY OTHER NAMES?	<input type="text" value="Surname"/>	<input type="text" value="Given Name/s"/>	
DATE OF BIRTH	<input type="text" value="DD / MM / YYYY"/>	SEX M <input type="checkbox"/> F <input type="checkbox"/> DAY STUDENT <input type="checkbox"/> or BOARDER <input type="checkbox"/>	
CALENDAR YEAR OF ENTRY	<input type="text"/>	GRADE/YEAR LEVEL OF ENTRY <input type="text"/> TERM OF ENTRY 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>	
PROBABLE LENGTH OF ENROLMENT	<input type="text"/>		
IS THE STUDENT ENROLLED ELSEWHERE OR INTENDING TO ENROL ELSEWHERE?	Y <input type="checkbox"/> N <input type="checkbox"/> If yes please state which School	<input type="text"/>	
COUNTRY OF BIRTH	<input type="text"/>		
RELIGIOUS DENOMINATION	<input type="text"/>		
CURRENT SCHOOL	<input type="text"/>	PRESENT YEAR LEVEL <input type="text"/>	
IS THE STUDENT OF ABORIGINAL OR TORRES STRAIT ISLANDER ORIGIN?	Y <input type="checkbox"/> N <input type="checkbox"/>		
SIBLINGS WHO CURRENTLY ATTEND FAHAN SCHOOL	<input type="text" value="Surname"/>	<input type="text" value="Given Name/s"/>	<input type="text" value="House"/>
SIBLINGS WHO HAVE PREVIOUSLY ATTENDED FAHAN SCHOOL	<input type="text" value="Surname"/>	<input type="text" value="Given Name/s"/>	<input type="text" value="House"/>
SIBLINGS WHO ARE ENROLLED TO ATTEND FAHAN SCHOOL IN THE FUTURE	<input type="text" value="Surname"/>	<input type="text" value="Given Name/s"/>	<input type="text" value="House"/>
	<input type="text" value="Surname"/>	<input type="text" value="Given Name/s"/>	<input type="text" value="House"/>

## Students Medical & Health Information

FAMILY DOCTOR	<input type="text"/>	
CLINIC ADDRESS	<input type="text" value="Street"/>	
	<input type="text" value="Suburb"/>	<input type="text" value="Postcode"/>
PHONE NUMBER	<input type="text"/>	

### MEDICAL INSURANCE DETAILS

MEDICARE NUMBER	<input type="text"/>	<input type="text" value="Patient Card Reference No."/>
PRIVATE HEALTH FUND	<input type="text"/>	<input type="text" value="Membership No."/>
HEALTH CARE CARD	Y <input type="checkbox"/> N <input type="checkbox"/>	<input type="text" value="Card No."/>

### VACCINATIONS

HAS THE STUDENT BEEN IMMUNISED? Y  (Tick those given from the list below) N  (Statutory Declaration Form B required)

#### USUAL VACCINATIONS UP TO 5 YEARS OF AGE

#### TICK THOSE GIVEN

- |   |                          |
|---|--------------------------|
| Hepatitis B Vaccine (HEB)                   | <input type="checkbox"/> |
| Combined Diphtheria Tetanus Pertussis (DTP) | <input type="checkbox"/> |
| Poliomyelitis Oral or Injectable (OPV)      | <input type="checkbox"/> |
| Haemophilus Influenzae Type B (HIB)         | <input type="checkbox"/> |
| Measles, Mumps & Rubella (MMR)              | <input type="checkbox"/> |
| Meningococcal Group C (MEN)                 | <input type="checkbox"/> |
| Varicella (Chickenpox) (VZV)                | <input type="checkbox"/> |
| Pneumococcal (PCV)                          | <input type="checkbox"/> |

#### Additional Vaccinations

- |                              |                          |
|------------------------------|--------------------------|
| Diphtheria and Tetanus (CDT) | <input type="checkbox"/> |
| Influenza (FLU)              | <input type="checkbox"/> |
| Gardasil (cervical cancer)   | <input type="checkbox"/> |
| Other (please specify)       | <input type="text"/>     |



# Parent/Guardian Information

## MOTHER | PARENT 1 | GUARDIAN 1

RELATIONSHIP TO STUDENT	<input type="text"/>		
NAME	<input type="text" value="Title"/>	<input type="text" value="Surname"/>	<input type="text" value="Given Name"/>
RESIDENTIAL ADDRESS	<input type="text" value="Street"/>		
	<input type="text" value="Suburb"/>	<input type="text" value="Postcode"/>	
POSTAL ADDRESS (IF DIFFERENT TO RESIDENTIAL)	<input type="text" value="Street"/>		
	<input type="text" value="Suburb"/>	<input type="text" value="Postcode"/>	
PHONE NUMBER (H)	<input type="text"/>		
MOBILE	<input type="text"/>		
EMAIL (H)	<input type="text"/>		
OCCUPATION	<input type="text"/>		
EMPLOYER	<input type="text"/>		
PHONE NUMBER (W)	<input type="text"/>		
EMAIL (W)	<input type="text"/>		

DO YOU HAVE LEGAL AUTHORITY TO AUTHORISE THE TAKING OF THE STUDENT OUTSIDE THE PREMISES BY FAHAN SCHOOL STAFF? Y  N

ARE YOU OF ABORIGINAL OR TORRES STRAIT ISLANDER DESCENT? Y  N

IS PARENT AN OLD SCHOLAR OF FAHAN SCHOOL? Y  N

IF YES	<input type="text" value="Year Of Departure"/>
	<input type="text" value="House"/>

# Parent/Guardian Information

## FATHER | PARENT 2 | GUARDIAN 2

RELATIONSHIP TO STUDENT	<input type="text"/>		
NAME	<input type="text" value="Title"/>	<input type="text" value="Surname"/>	<input type="text" value="Given Name"/>
RESIDENTIAL ADDRESS	<input type="text" value="Street"/>		
	<input type="text" value="Suburb"/>	<input type="text" value="Postcode"/>	
POSTAL ADDRESS (IF DIFFERENT TO RESIDENTIAL)	<input type="text" value="Street"/>		
	<input type="text" value="Suburb"/>	<input type="text" value="Postcode"/>	
PHONE NUMBER (H)	<input type="text"/>		
MOBILE	<input type="text"/>		
EMAIL (H)	<input type="text"/>		
OCCUPATION	<input type="text"/>		
EMPLOYER	<input type="text"/>		
PHONE NUMBER (W)	<input type="text"/>		
EMAIL (W)	<input type="text"/>		
DO YOU HAVE LEGAL AUTHORITY TO AUTHORISE THE TAKING OF THE STUDENT OUTSIDE THE PREMISES BY FAHAN SCHOOL STAFF?	Y <input type="checkbox"/>	N <input type="checkbox"/>	
ARE YOU OF ABORIGINAL OR TORRES STRAIT ISLANDER DESCENT?	Y <input type="checkbox"/>	N <input type="checkbox"/>	
IS PARENT AN OLD SCHOLAR OF FAHAN SCHOOL?	Y <input type="checkbox"/>	N <input type="checkbox"/>	
IF YES	<input type="text" value="Year Of Departure"/>		
	<input type="text" value="House"/>		

# Parent/Guardian Information

THE FOLLOWING INFORMATION IS IMPORTANT AND DESIGNED TO HELP AVOID CONFUSION AND EMBARRASSMENT

PLEASE TICK ALL THAT APPLY

- Parents separated
- Parents divorced
- Student living with mother
- Student living with father
- Student living with guardian
- Mother remarried
- Father remarried
- Mother deceased
- Father deceased

(Residence and contact orders must be attached)

<b>WHO SHOULD THE SCHOOL CONTACT REGARDING DAY TO DAY MATTERS</b>	Name/s		
<b>NAME OF PERSON (1) RESPONSIBLE FOR PAYMENT OF FEES AND ACCOUNTS</b>	Title	Surname	First Name
	Street		
	Suburb		Postcode
<b>DAYTIME PHONE NUMBER</b>		<b>MOBILE</b>	
<b>RELATIONSHIP TO STUDENT</b>		<b>SIGNATURE</b>	
<b>NAME OF PERSON (2) RESPONSIBLE FOR PAYMENT OF FEES AND ACCOUNTS (IF APPLICABLE)</b>	Title	Surname	First Name
	Street		
	Suburb		Postcode
<b>DAYTIME PHONE NUMBER</b>		<b>MOBILE</b>	
<b>RELATIONSHIP TO STUDENT</b>		<b>SIGNATURE</b>	

(A letter of authority is required from the person responsible for the payment of accounts if other than parents/guardians)

# Emergency Contacts

IN THE EVENT THE STUDENT HAS AN ACCIDENT, INJURY, TRAUMA OR ILLNESS AND THE PARENTS OR GUARDIANS CANNOT BE CONTACTED, THE SCHOOL WILL NOTIFY ONE OF THE FOLLOWING PEOPLE WHO YOU AUTHORISE TO COLLECT AND/OR CARE FOR THE STUDENT.

**PLEASE PROVIDE TWO EMERGENCY CONTACTS OTHER THAN THE PARENT/S OR GUARDIAN/S**

## EMERGENCY CONTACT 1

RELATIONSHIP TO STUDENT	<input type="text"/>		
NAME	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Street		
	<input type="text"/>	<input type="text"/>	
DAYTIME PHONE NUMBER	<input type="text"/>		
MOBILE	<input type="text"/>		

## EMERGENCY CONTACT 2

RELATIONSHIP TO STUDENT	<input type="text"/>		
NAME	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Street		
	<input type="text"/>	<input type="text"/>	
DAYTIME PHONE NUMBER	<input type="text"/>		
MOBILE	<input type="text"/>		

# Declaration and Consent to Medical Treatment

I/WE

Full name
Full name

AS THE PERSON / PERSONS WITH LAWFUL AUTHORITY FOR THE STUDENT WHOSE DETAILS ARE CONTAINED IN THIS ENROLMENT:

- declare that the information in this enrolment form is true and correct and undertake to immediately inform Fahan School in the event of any change to this information
- agree to collect or make arrangements for the collection of the student referred to in this enrolment form if he/she becomes unwell at Fahan School
- consent to the staff of Fahan School seeking, or contacting a doctor and/or seeking an ambulance, medical, hospital treatment where appropriate, administering such medical treatment as is reasonably necessary and that I/we will fully reimburse any expenses incurred by Fahan School.

IN THE EVENT OF MY/OUR CHILD REQUIRING MEDICAL TREATMENT, SHOULD FAHAN SCHOOL BE UNABLE TO CONTACT ME/US, I/WE AUTHORISE TREATMENT, INCLUDING:

- Blood transfusion
- Anaesthetics
- Surgery

NAME/S

Full name/s
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SIGNATURE/S

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DATE

DD / MM / YYYY
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# Additional Information

## LEARNING SUPPORT

ARE YOU AWARE OF ANY SPECIAL NEEDS THAT THE STUDENT MAY HAVE REQUIRING EDUCATIONAL SUPPORT? Y  N

PLEASE INDICATE BELOW BY PLACING A TICK IN THE APPROPRIATE BOXES.

Please attach appropriate documentary information.

English as a Second Language

Support programmes in numeracy

Support programmes in literacy

Individual integration support

Other (please specify)

HAS THE STUDENT RECEIVED IN THE PAST, OR IS THE STUDENT CURRENTLY RECEIVING, ANY EDUCATIONAL SUPPORT?

(Please provide details)

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THE STUDENT'S ENROLMENT IS SUBJECT TO STUDENT VACANCIES AT THE TIME FOR THE PARTICULAR ACADEMIC YEAR OF ENTRY. RECEIPT OF THE APPLICATION FORM DOES NOT AUTOMATICALLY GUARANTEE THE STUDENT'S ENROLMENT AT THE SCHOOL.

Note: The persons signing will be held jointly and severally responsible for payment of all fees and charges. No place can be reserved for a prospective student until a completed, signed Application for Enrolment form is received by the School, together with the required fees.

Before a student's enrolment is confirmed a meeting with the Principal must occur. A copy of the student's latest school report must be brought to the interview.

I/WE HAVE READ THE CONDITIONS OF ENROLMENT PRINTED HEREWITH AND AGREE TO BE BOUND BY THEM. I/WE ALSO AGREE TO COOPERATE WITH THE SCHOOL AUTHORITIES REGARDING REGULATIONS ABOUT CONDUCT AT THE SCHOOL AND THE DISCIPLINE OF THE STUDENTS.

BOTH PARENTS OR  
GUARDIANS TO SIGN

WHERE ONLY ONE PARENT/GUARDIAN HAS SIGNED THE FORM, THEY MUST SATISFY THE SCHOOL THAT THEY ARE THE SOLE PARENT OR GUARDIAN AND WILL BE RESPONSIBLE FOR ALL FEES AND CHARGES.

# Conditions of Enrolment

## FEES AND ACCOUNTS

- 1.1 School fees (both capital and tuition) shall be for such amounts and shall be rendered at such time or times as determined by the Board of the School ("the Board").
- 1.2 Accounts for additional tuition, books, levies, transport and other items required in the course of or in relation to School tuition will be raised as they are incurred.
- 1.3 All School accounts are payable as soon as issued by the School.
- 1.4 (a) The School has the right to charge interest, at published bank overdraft rates on outstanding fees and accounts not paid by the due date.  
(b) Signatories to the application for enrolment form shall be responsible for payment of any legal costs incurred by the School for, and incidental to, the recovery of outstanding fees and accounts.
- 1.5 Any student admitted to the School during a term will be charged tuition and boarding fees (where applicable) on a pro-rata basis.
- 1.6 Parents/Guardians must advise the School of all changes in family circumstances, the student's health and other like matters, which could impinge upon the student's participation in the life of the School. In addition the School is to be notified of any change of address or telephone number, as the School does not accept responsibility for non-delivery of financial or other correspondence. Otherwise, where less than 12 weeks' notice has been given, parent(s)/guardian(s) will be liable for the payment of one additional academic term's tuition and/or boarding fees plus payment of all outstanding fees, accounts and levies at the time of withdrawal.

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## ENROLMENT

- 2.1 All applications for enrolment of a student at the School must be:
  - (a) on the required form; and
  - (b) accompanied by:
    - (i) non-refundable application fee;
    - (ii) all required supporting documents as listed on the application for enrolment form.
- 2.2 Subject to 2.1 and 2.3 all approved applications for enrolment will be placed on a waiting list in an order determined by the School policy but a place will be offered following a satisfactory interview, which should be accepted within one month of the offer.
- 2.3 Acceptance of an offer of enrolment must be made within a prescribed time of issue of that offer and must be accompanied by the payment of an acceptance fee consisting of a refundable Enrolment Fee or Fahan Foundation gift as per the Schedule of Fees determined by the Board and shall be made upon the admission of the first child to the School.

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## TERMINATION OF ENROLMENT

- 3.1 Subject to 1.5 a student may be withdrawn from the School at any time.
- 3.2 The School reserves the right to terminate or suspend the enrolment of any student on the grounds of:
  - (a) unsatisfactory conduct or performance;
  - (b) persistent failure to obey School rules;provided that before dismissal or suspension the student and parent(s) or guardian(s) shall have been made aware of the related issues.
- 3.3 Where suspension or termination of enrolment occurs in accordance with Rule 3.2, the parties agreeing to these conditions (ie the parent(s) or guardian(s) responsible for payments of fees and accounts) will still be responsible for the payment of full fees during the period of suspension, or in the case of termination, fees applicable until the end of the term in which the students' enrolment is terminated.

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## RULES

4. After admission of a student to the School the parent/s or guardian/s of that student agree to be bound by these rules, or such rules as shall then apply, and by the rules set out in the School Diary.

# Conditions of Enrolment

## CONSENT

These consents are ongoing. If you wish to withdraw consent, please inform the School in writing.

### 5. Consent to Publications

Photographs of students involved in activities and work by students, are often published to enable the students to share their experiences and enable parents and others to be informed about the School's work. Since photographs on websites are available to the whole world, we aim to ensure students' safety by requiring staff not to link students' names to their photographs.

I/We give consent for photographs that include the student to be published on the School internet site and in other electronic publications.

Y  N

### 6. Consent to the Media

I/We give consent for the student to be photographed, filmed or interviewed, and their given name and surname to be published by newspapers, radio and television in stories about education and school activities. The media may also publish the name of the School the student attends.

Y  N

### 7. Fahan Directory

I/We give consent for our names, student name, home address and telephone number to be published in the Fahan Directory for distribution to all Fahan Families.

Y  N

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## PRIVACY POLICY

### Your Privacy is Important

Federal Privacy Legislation became effective on 21 December 2001. The legislation regulates the way organisations can collect, use, store and disclose personal information. Schools are required to have information management processes and policies in place in accordance with the National Privacy Principles outlined in the legislation.

Fahan School is committed to upholding the right to privacy of all individuals who have interactions with the School. The School will take the necessary steps aimed at ensuring that the personal information shared with us remains confidential. The School endeavours to ensure that the personal information held by the School is accurate, complete and up to date. Individuals may seek to update their personal information held by the School, at any time, by contacting the School.

The School collects personal information pertaining to students, parents and past students, for many different reasons. In most cases, the primary purpose of collection is to enable Fahan to manage the School, to provide education for students and to satisfy the School's legal obligations especially with regard to its duty of care. The primary and secondary purpose of collection will be stated on the information collection forms.

The purposes for which Fahan School uses personal information include:

- To keep parents informed about matters related to their child's education, schooling and welfare through reports, correspondence, newsletters and magazines;
- Day to day administration;
- To satisfy the School's legal obligations and allow the School to discharge its duty of care especially with regard to a student's educational, social and medical well-being;
- Development and fundraising for the School, and
- Other purposes as outlined on individual forms, for example School camps, excursions and Old Scholars' reunions.

Individuals have the right to obtain access to their personal information held by the School. To make a request to access any information that the School holds about your child, please contact the Principal in writing. The School's Privacy Policy is published on our website ([www.fahan.tas.edu.au](http://www.fahan.tas.edu.au)).

For full details of School Policies please visit [www.fahan.tas.edu.au/policies](http://www.fahan.tas.edu.au/policies)

# Commonwealth Government Data Collection

NAME OF STUDENT	Surname	Given Name/s
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RESIDENTIAL ADDRESS	Street	
	Suburb	Postcode

1. SEX                      M     F

2. IS THE STUDENT OF ABORIGINAL OR TORRES STRAIT ISLANDER ORIGIN?    N     Y - Aboriginal     Y - Torres Strait Islander     Y - Both

IN WHICH COUNTRY WAS THE STUDENT BORN?

Australia	<input type="checkbox"/>
New Zealand	<input type="checkbox"/>
England	<input type="checkbox"/>
China	<input type="checkbox"/>
Philippines	<input type="checkbox"/>
South Africa	<input type="checkbox"/>
Hong Kong	<input type="checkbox"/>
India	<input type="checkbox"/>
United State of America	<input type="checkbox"/>
South Korea	<input type="checkbox"/>
Other (please specify)	<input type="text"/>

DOES THE STUDENT OR THEIR MOTHER/GUARDIAN OR THEIR FATHER/GUARDIAN SPEAK A LANGUAGE OTHER THAN ENGLISH AT HOME?  (IF MORE THAN ONE LANGUAGE, INDICATE THE ONE THAT IS SPOKEN MOST OFTEN)	STUDENT	MOTHER (PARENT1/GUARDIAN1)	FATHER (PARENT2/GUARDIAN 2)
No, English only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Greek	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Netherlandic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Italian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, German	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Spanish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Polish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Cantonese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Tagalog (Filipino)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Arabic (incl. Lebanese)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes, Other (please specify)	<input type="text"/>		

5.(A) WHAT IS THE HIGHEST YEAR OF PRIMARY OR SECONDARY SCHOOL THE PARENTS/GUARDIANS HAVE COMPLETED?  (FOR PERSONS WHO HAVE NEVER ATTENDED SCHOOL, MARK 'YEAR 9 OR EQUIVALENT OR BELOW')	MOTHER (PARENT1/GUARDIAN1) Mark one box only in this column	FATHER (PARENT2/GUARDIAN 2) Mark one box only in this column
Year 12 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 11 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 10 or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Year 9 or equivalent or below	<input type="checkbox"/>	<input type="checkbox"/>

5.(B) WHAT IS THE LEVEL OF THE HIGHEST QUALIFICATION THE PARENTS/GUARDIANS HAVE COMPLETED?

MOTHER (PARENT1/GUARDIAN1)

Mark one box only in this column

FATHER (PARENT2/GUARDIAN 2)

Mark one box only in this column

- Bachelor Degree or above
- Advanced Diploma/Diploma
- Certificate I to IV (including Trade Certificate)
- No Tertiary Qualification

  
  
  


6.(A) WHAT IS THE OCCUPATION GROUP OF THE MOTHER/PARENT 1/GUARDIAN 1?\*

6.(B) WHAT IS THE OCCUPATION GROUP OF THE FATHER/PARENT 2/GUARDIAN 2?\*

\* Please select the appropriate parental occupation group from the list below.

If the person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the person's last occupation.

If the person has not been in paid work in the last 12 months, enter '8' in the box above

### LIST OF PARENTAL OCCUPATION GROUPS

#### GROUP 1 - SENIOR MANAGEMENT IN LARGE BUSINESS ORGANISATION, GOVERNMENT ADMINISTRATION AND DEFENCE, AND QUALIFIED PROFESSIONALS

**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.

**Health, Education, Law, Social Welfare, Engineering, Science, Computing** professional

**Business** [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]

**Air/sea transport** [aircraft/ship's captain/office/pilot, flight officer, flying instructor, air traffic controller]

#### GROUP 2 - OTHER BUSINESS MANAGERS, ARTS/MEDIA/SPORTSPERSONS AND ASSOCIATE PROFESSIONALS

**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

**Health, Education, Law, Social Welfare, Engineering, Science, Computing** technician/associate professional

**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 3 - TRADESMEN/WOMEN, CLERKS AND SKILLED OFFICE, SALES AND SERVICE STAFF

**Tradesmen/women** generally have completed a 4 year Trade Certificate, usually by apprenticeship. **All tradesmen/women are included in this group.**

**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**

**Office** [secretary, personal assistant, desktop publishing operator, switchboard operator]

**Sales** [company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher]

**Service** [aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

#### GROUP 4 - MACHINE OPERATORS, HOSPITALITY STAFF, ASSISTANTS, LABOURERS AND RELATED WORKERS

**Drivers, mobile plant, production/processing machinery and other machinery operators.**

**Hospitality staff** [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, 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 stacker]

**Assistant/aide** [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]

**Labourers and related workers**

**Defence Forces** ranks below senior NCO not included above

**Agriculture, horticulture, forestry, fishing, mining worker** [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand]

**Other worker** [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor]

# Fahan Foundation Membership

We would like to make you aware of the importance of the ongoing Development and Capital Works' Program that will ensure the refurbishment and construction of essential school facilities.

Fahan relies upon its community to assist us meet our goals in these important areas. The current facilities your children enjoy have been made possible by the generous support of previous generations of Fahan families and benefactors.

We offer two options to new parents in order to support this tradition of benefaction.

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## **OPTION 1 - BECOME A MEMBER OF THE FAHAN FOUNDATION LTD.**

The Fahan Foundation Ltd has established a series of Trusts in which assets are preserved for the benefit of current and future students. Gifts to the Foundation Building Fund are used for ongoing capital works and are tax deductible.

The \$2,000 contribution (minimum) to The Fahan Foundation Ltd may be paid in a lump sum or instalments, by arrangement. It is a 'once only' contribution, no matter how many of your children attend Fahan. Parents are encouraged to consider this option and its taxation benefits. Parents wishing to learn more about this option should tick the appropriate box below.

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## **OPTION 2 - MAKE A REFUNDABLE ENROLMENT FEE PAYMENT TO THE SCHOOL**

This fee allows the School to service its capital works. This fee is \$1,000 and is not tax deductible.

The School relies upon the Fahan Community to assist with the provision of capital for the 'Fahan Capital Works Program.'

All members of the School Community are encouraged to consider participation in specific building appeals when they occur.

We invite you to contact the Director of Development if you would like to discuss any details related to these options.

The enrolment deposit will be refunded upon parents/guardians written request to the School, which can be made from the date the child ceases attending the School (cessation date), providing there is not an account outstanding and the appropriate notice has been given. If the request is not made within 2 years of the cessation date, the enrolment deposit will be applied as income to the School and dealt with for School purposes at the discretion of the School Board.

We currently extend the choice of either one or the other option to parents. Please tick the appropriate box below and return to the Enrolments Registrar. Either payment must be made prior to your child's admission.

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1  Fahan Foundation Tax Deductible gift of \$2,000 (minimum) made to The Fahan Foundation Ltd.

or

2  A refundable Enrolment Fee of \$1,000 that is not tax deductible made to Fahan School.

FAHAN  
SCHOOL



[www.fahan.tas.edu.au](http://www.fahan.tas.edu.au)