



PUTĀRURU COLLEGE ENROLMENT FORM

Academic Year:

20__

Year: 7 / 8 / 9 / 10 / 11 / 12 / 13

please circle

Name:

*Raising aspirations through
people, place and pathways*

Principal: Mr Rob Rogers

Putāruru College, Junction Street, PO Box 210, Putāruru.

Phone: 07 883 8323

Email: office@putarurucollege.school.nz



Stuent Details

Legal Name:

First Names:		Surname:	
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Preferred Name:

First Names:		Surname:	
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Date of Birth:	
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Gender:

- ☐ Male / Tane
- ☐ Female / Wahine
- ☐ Gender Diverse
- ☐ Perferred Pronoun (if applicable)

Ethnicity:

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Iwi:	
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Residency Status (documentation to support this information is a mandory requirement)

- ☐ **New Zealand or Australian Citizen**
A copy of a Birth Certificate or Citizenship required.
- ☐ **Non New Zealand Citizen**
A copy of a valid New Zealand residence class visa under the Immigration Act 2009

Last School Attended / Any siblings at this school:

School Name and year level:	
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Siblings currently attending this school:	
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Physical Address:

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Family Information

Primary Cargiver(s):

Surname	
First Name/s	
Home Phone/Mobile	
Address	
Email	
Relationship to Student	

Surname	
First Name/s	
Home Phone/Mobile	
Address	
Email	
Relationship to Student	

Are there any special access/custody orders that the school should be aware of?

- ☐ NO ☐ YES

If 'Yes' plesse explain and provide
copy of legal documentation

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Alternative Caregiver Details:

If not living with parent or alternative residential address

Surname	
First Name/s	
Home	
Mobile	
Address	
Relationship to Student	

Emergency Contact:

Grandparent, family friend etc, NOT a parent or caregiver please

Surname	
First Name/s	
Home	
Mobile	
Address	
Relationship to Student	

Health

☐ Putaruru / Tirau / Family Doctors

☐ Other:

Medical Information or Conditions:

for example serious asthma, bee / wasp stings / other allergies, ADHD, epilepsy etc:

Treatment required:

I give permission to give my child paracetamol (panadol): ☐ YES ☐ NO

Lunch in School

☐ YES ☐ NO

Dietary Requirements:

- Vegetarian ☐
- Vegan ☐
- Religious Beliefs ☐
- Allergy ☐
- Intolerance ☐

Food Allergy & Treatment Required:

Religious beliefs restricting food consumption?

- List any **food intolerance** - non life threatening (minor to moderate discomfort)
- Vegetarian:** list any foods they can/ cannot consume i.e eggs ok but no dairy

Learning Support Requirements

Are you aware of any learning support your child needs?
I.e RTLb, MOE, ORRS, ACC, ESOL, Counsellor, Teacher aid support)

Roles & Responsibilities

Responsibilities of Putāruru College

- To model and support our school values of Whanaugatanga/Wellbeing, Kia Tutuki/Aspirations, Mana/Integrity.
- To support all students to reach their full academic potential at Putāruru College.
- To support all students to feel included and valued as members of the Putāruru College community.
- To provide a rich and diverse student experience at Putāruru College.
- To ensure the Putāruru College expectations of behaviour and learning are upheld at all times.
- To encourage open communication with parents / caregivers as a basis for close co-operation between home and school.

CYBER SAFETY AND COMPUTER USE AT PUTĀRURU COLLEGE

- At all times we will do our best to keep the school cyber safe, by maintaining an effective digital citizenship programme. This includes working to restrict access to inappropriate, harmful or illegal material on the internet at school and enforcing the cyber safety rules and requirements detailed in this agreement.
- Encourage students to become good digital citizens who are technically capable, digitally literate and socially responsible.
- Respond appropriately to any breaches of this agreement.
- Welcome enquiries from students or parents about cyber safety and digital citizenship issues.

PUBLICATION OF STUDENT WORK AND PHOTOGRAPHIC IMAGES BEING USED FOR PUBLICITY MATERIAL

It is the School's policy to publicly display student work in a range of forums (including newsletters, prospectus, yearbook, website etc.,) and to use student images (video or still, individual or group) in the same school publications. The Privacy Act requires that we have the permission of students and their parents to do so.

Signing this form indicates the parent / caregiver has explained this requirement to the student and that the parent / caregiver gives permission for the school to display the student's work and / or image in school publications including those listed above.

STUDENT: Roles & Responsibilities

- To demonstrate our school values and expectations of behaviour and learning at all times.
- Wear full uniform correctly.
- To attend school and lessons on time, ready to learn and take part to the best of your ability.
- To act in a way that makes all students feel included and valued as part of the Putāruru College community, both at school and online.
- To take an active part in school life both in and out of the classroom.
- To actively participate in three-way conversations between the school, home and yourself to support ongoing learning and achievement.

CYBER SAFETY AND COMPUTER USE AT PUTĀRURU COLLEGE

- Following the cyber safety rules and instructions whenever the school's ICT or student BYOD is used and endeavouring to be a good digital citizen.
- Avoiding any involvement with material or activities that could put at risk the safety, or the privacy, safety or security of the school or other members of the school community.
- Understanding that when using school owned devices that the rules apply out-of-school hours as well as during school hours.
- Taking proper care of school ICT, reporting loss, theft or damage of ICT equipment/devices, and being liable for paying for the cost of repairs or replacement for deliberate damage.

CIGARETTES, VAPING, ALCOHOL AND ILLEGAL DRUGS

- Cigarettes, vaping, alcohol and illegal drug use is strictly prohibited.
- Any student that is found to be using or in possession of cigarettes, vaping equipment, alcohol or drugs. In the case of cigarette smoking and or vaping, the matter is dealt with internally in the first instance. In the case of possession or consumption of alcohol or drugs the student risks suspension. This type of conduct could constitute gross misconduct and is a dangerous example to other students.
- The above applies to all school functions, including: Overseas trips, overnight trips, camps, day trips

I agree to strive to:

- Aim for academic excellence by completing classwork, assignments and homework on time.
- Maintain an excellent record of behaviour, attendance, punctuality and appearance including meeting the Putāruru College school expectations at all times.
- Respect the dignity and rights of all members of the Putāruru College community.

I have read and agree to the terms set out above

Name	
Signature	

Date	
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PARENT/CAREGIVER: Roles & Responsibilities

- To make sure your child attends school regularly, on time, and ready to learn.
- To provide a full uniform and to ensure it is worn correctly.
- To take an active and supportive interest in your child's learning and progress.
- To support the school in upholding Putāruru College's expectations of behaviour and learning.
- To communicate with the school in a way that supports your child's learning and close co-operation between home and school.

CYBER SAFETY AND COMPUTER USE AT PUTĀRURU COLLEGE

- Discussing Cyber Safety and Computer use with my child so we both have a clear understanding of our role in the school's duty to maintain a safe cyber environment.
- Encouraging my child to follow the cyber safety rules and instructions at all times.
- Contacting the school if any aspect of this agreement requires discussion.
- Noting that this agreement including any subsequent amendments remain in force as long as my child is enrolled at this school.

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- Discuss this requirement with your child including the consent given by signing this agreement.

INFORMATION

I agree that the information collected by Putāruru College can be used as detailed below:

- I request that the student named above be enrolled at Putāruru College.
- I declare that the details provided on this application form are true and correct.
- I certify that I live full time at the above address with the student named above and that I am the parent or legal guardian of this student.
- Privacy Information – The Privacy Act 2020: Putāruru College undertakes to collect, use and store the information voluntarily provided on this application form according to the principles of the Privacy Act 2020. This information may be used for statistical and/or research purposes, for assessing suitability for enrolment and for the future education, guidance, monitoring and reporting of student progress and pastoral care. The database information may also be used by the Ministry of Education, Ministry of Social Development, NZ Qualifications Authority, Education Review Office and/or other agencies where the information is required as defined under the Privacy Act.
- I agree to Putāruru College obtaining information from my child's previous school and forwarding that information to the next school and other agencies.

- **KAMAR PHOTO** – an ID photo on Kamar taken with school photos, is a school requirement.
- **SECURITY CAMERAS** – I understand that the school has security cameras and may use footage for safety and security
- **MEDICAL EMERGENCY** – I understand that Putāruru College will take action on my behalf in case of sudden illness or injury
- I will advise the school and give permission should medication be required at school.

I have read and agree to the terms set out above

Name	
Signature	

Date	
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