

ENROLMENT CHECKLIST

The school needs to be able to establish the student's residence within its zone.

Please ensure you provide the following:

Please Tick

1. Copy of current Electricity Account attached.

If you have recently moved into our school's zone, you may attach a Sale & Purchase or Tenancy Agreement. However, if you attach either of these documents as proof of residence, you will also be required to provide a copy of your first Electricity account as soon as received.

You may also be required to complete a Statutory Declaration to support this documentation.

2. Copy of the student's birth certificate if born in NZ.

3. If not born in New Zealand, passport MUST be sighted and copied by the school office.

Permanent Residency Student/Work visas expiry date: _____

APPLICATION CANNOT BE ACCEPTED UNLESS ALL DOCUMENTATION HAS BEEN SUPPLIED.

ENROLMENT INFORMATION DISCLOSURE

The information set out on the Application for Enrolment form relating to prospective students is requested because the school needs to know certain matters about applicants, for administrative and educational purposes. This information is subject to certain protections under the Privacy Act 1993 and the school will only use this personal information for these administrative and educational purposes.

Please note that this is an application for enrolment only. Enrolments will be accepted according to Ministry of Education guidelines.

1. I confirm that my child's permanent residence during school hours is within the school's "home" zone.
2. School fees are set yearly by the Board of Trustees. This enables the school to provide a range of further educational benefits to students. The school appreciates the contributions made by parents and caregivers through their payment of school fees.
3. Students and parents of Somerville Intermediate School are expected to follow school policies.
4. All students are expected to wear school uniform every school day and are expected to wear PE uniform for PE, fitness and sports programmes.
5. Parents and caregivers are encouraged to provide support to the school through a variety of ways including assisting with: camp classroom help PTA projects reading support trips
6. All children are required to arrive on time for school at 8.30 am. **Any absence is to be notified by parent or guardian promptly** - please phone the school as early as possible and leave a message.
7. All parents and caregivers are required to provide accurate information to the school on enrolment.
8. Occasionally we use photographs of students involved in school activities on our website, school prospectus and newspaper articles. If you **do not** wish your child to be photographed on these occasions, please tick this box.
9. While due care is exercised, the school cannot accept liability for personal injury, loss or damage to student's property.
10. In signing the application for enrolment, I understand that the information in this application is true and correct.

DECLARATION

I, Mr/Mrs/Ms/Miss _____ have read, understood and accept the above.

Signed: _____

Date: _____