



# Tāmaki College

EAST AUCKLAND

## Enrolment Application 2017

### Enrolment Checklist – For office use only.

- Passport or Birth Certificate
- Residence Visa
- School Report
- NCEA Record of Achievement
- School Information Sheet faxed
- School Information Sheet returned
- Enrolment accepted**
- Family notified of placement
- KAMAR data entered
- Data Manager notified
- WINZ quote if required
- Uniform purchased
- Netbook contract established
- Orientation and testing
- Class placement and option choices
- Computer password assigned
- Enrolment declined**
- Family notified of decision

## Tamaki College

## Application for Enrolment 2017

### Student's Personal Details

### Year: 9

Surname (Legal): \_\_\_\_\_

Christian Names: \_\_\_\_\_

Known as: \_\_\_\_\_

Gender (Female/Male): \_\_\_\_\_

Home phone no: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Entry Date (To Tamaki College): \_\_\_\_\_

Street no: \_\_\_\_\_ Street name: \_\_\_\_\_ District: \_\_\_\_\_

Citizenship: \_\_\_\_\_

Ethnicity: \_\_\_\_\_

Country of Birth: \_\_\_\_\_

Passport seen (Yes/No): \_\_\_\_\_

Date of entry to New Zealand: \_\_\_\_\_

Permanent Resident (Yes/No): \_\_\_\_\_

Visa Expiry Date: \_\_\_\_\_

Languages spoken at home: \_\_\_\_\_

### Caregiver Details

### Parents Guardians

**Female** Surname: \_\_\_\_\_ Christian Name: \_\_\_\_\_  
Please circle your title of choice – Mrs/Miss/Ms

Street no: \_\_\_\_\_ Street name: \_\_\_\_\_ District: \_\_\_\_\_

Occupation: \_\_\_\_\_ Work phone no: \_\_\_\_\_

Relationship to student: \_\_\_\_\_ Email \_\_\_\_\_

**Male** Surname: \_\_\_\_\_ Christian Name: \_\_\_\_\_

Street no: \_\_\_\_\_ Street name: \_\_\_\_\_ District: \_\_\_\_\_

Occupation: \_\_\_\_\_ Work phone \_\_\_\_\_

Relationship to student: \_\_\_\_\_ Email \_\_\_\_\_

### Emergency Contact Details

Name: \_\_\_\_\_ Phone no: \_\_\_\_\_

### Previous Schooling

Last school attended: \_\_\_\_\_ Length of attendance: \_\_\_\_\_

Date of leaving: \_\_\_\_\_ Other useful information: \_\_\_\_\_

### Student and Caregiver Agreement

I agree that if accepted at Tamaki College I will be punctual, attend regularly, wear the correct uniform and keep all school rules, regulations and expectations. I agree to pay all fees.

**Student:** \_\_\_\_\_

**Parent:** \_\_\_\_\_

**Terms and Conditions**

**1. Acceptable Use**

The use of school computers must support education and research that is consistent with the learning outcomes of the curriculum. Transmission of any material in violation any New Zealand regulation is prohibited. This includes but is not limited to; copyrighted material, threatening or obscene material, or material protected as a trade secret.

**2. Network Etiquette**

Users are expected to abide by the generally accepted rules of network etiquette.

These include (but are not limited to) the following;

- 1.) Be polite. Do not be abusive in your messages to others.
- 2.) Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
- 3.) Do not use the network in such a way that you would disrupt the use of the network by other users.
- 4.) All communication and information accessible via the network should be assumed to be private property (i.e. copyrighted).
- 5.) Student subscriptions to electronic mailing list are not allowed without permission.

Note: 1. From time to time the System Administrator will make determinations on the whether specific uses of the network are consistent with the principles of acceptable use. 2. Electronic mail (email) is not guaranteed to be private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the appropriate authorities.

**3. Responsibility**

Tamaki College specifically denies any responsibility for the accuracy or quality of information obtained through the internet. Information (including text, graphic, video etc) from the internet sources used in student assignments and reports should be cited in the same way as references to printed materials.

**4. Security**

Users who identify a security problem on the internet must notify a teacher or the System Administrator. The problem must not be shown to other users. Users should not intentionally see information or obtain copies of or modify files, other data or passwords belonging to other users on the network. Attempts to gain unauthorised access to system programmes or computer equipment will result in cancellation of user privileges.

**5. Vandalism**

Vandalism will result in cancellation of privileges as well as other sanctions consistent with the school rules. Vandalism is defined as any malicious attempt to harm, modify or destroy computer hardware, the data of another user, the internet or any other networks. This includes (but is not limited to) the uploading or creation of computer viruses.

**6. Inappropriate use.**

The Senior Leadership and the System Administrator deem what is inappropriate use. A user may be suspended from computer use if they violate the terms and conditions listed above.

**Student Agreement**

I understand and will abide by the above terms and conditions. I accept that if I violate any of the terms and conditions in the agreement; cancellation of users privileges, school disciplinary action or legal action may result.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Parent/Caregiver Agreement**

I have read and understand the terms and conditions of the agreement and I will not hold Tamaki College responsible for my child's misuse of the computer network or internet. I hereby give permission for child to access the internet.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## **Tamaki College                      Photographic/Recording Authorisation**

I/We, give permission for Tamaki College to photograph, film, video-record or digitally record visual images or sound recordings of my child. I understand that these images and/or recordings may be used in a range of presentation mediums including (but not limited to) the school newsletter, school website, school blog site, school prospectus, school advertising, parents evenings and assemblies.

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

## **Tamaki College    Family Partnership**

Our students' success in their learning will be best provided for in a partnership between the College and the home. This will ensure that parents and guardians at home compliment teacher expectations and requirements of the College.

### **Tamaki College is committed to;**

1. Academic qualifications
2. Providing a safe learning environment
3. Employment of the best teachers
4. Delivering a quality learning pathway.

### **Parent/Guardians are committed to;**

- a) Ensuring that the student has the correct uniform at all times
- b) Ensuring that the student has the correct books and equipment for all classes
- c) Ensuring that the student attends school on time everyday
- d) Notifying the school if their student is absent from school
- e) Providing an appropriate breakfast and lunch everyday
- f) Paying all subject, materials, trip and examination fees
- g) Ensuring that the student completes all their set homework
- h) Ensuring that the student attends all extra classes when required
- i) Attending parent teacher interviews and other meetings as necessary

### **Parent/Guardians Agreement**

As a Parent/Guardian I agree to the above Partnership with Tamaki College and will encourage and help my child, so that together we can ensure that the student has every opportunity to receive a well-rounded education.

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Deputy Principal: \_\_\_\_\_ Date: \_\_\_\_\_

### **Parent/Guardian Passport Details**

(For those parents born outside of New Zealand)

**Female** Surname: \_\_\_\_\_

Christian Name: \_\_\_\_\_

Country of Birth: \_\_\_\_\_

Passport seen (Yes/No): \_\_\_\_\_

**Male** Surname: \_\_\_\_\_

Christian Name: \_\_\_\_\_

Country of Birth: \_\_\_\_\_

Passport seen (Yes/No): \_\_\_\_\_

**Student Details**

Student's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Home phone no: \_\_\_\_\_

**Any Special Needs**

Please describe any health or learning difficulties your child has, to enable us to better meet these special needs. \_\_\_\_\_

Does your child currently receive any special learning assistance? Yes  No   
 If yes, please explain, e.g. ORRS, ACC etc. \_\_\_\_\_

**Eyesight and Hearing**

Does your child require or has required in past, glasses? Yes  No

Has your child ever been assessed for hearing difficulties at a hospital? Yes  No

**Medical Information**

Does your child suffer from, or has suffered from in the past:

Heart Disease <input type="checkbox"/>	Diabetes <input type="checkbox"/>	Asthma
Rheumatic Fever <input type="checkbox"/>	Migraine <input type="checkbox"/>	Weight Problems
Epilepsy <input type="checkbox"/>	Allergies <input type="checkbox"/>	

Please state allergies: \_\_\_\_\_

**Family Doctor**

Doctor: \_\_\_\_\_

Phone no. \_\_\_\_\_

Doctor's Address and/or Name of Practice: \_\_\_\_\_

**Dental Treatment**

Do you wish to register your child with the Lumino Mobile Dental Clinic that visits Tamaki College?  
 Yes  No

**Immunisation**

Has your child received childhood immunisations? Yes  No

**Family History**

If you give your consent (see below), it would be useful for us to know of any risk factors that may influence your child's health. Please tick the following boxes if a family member has any of these illnesses. (Information to be provided by the parents.)

Diabetes <input type="checkbox"/>	Weight Problems <input type="checkbox"/>	Tuberculosis
Heart Disease <input type="checkbox"/>	Epilepsy <input type="checkbox"/>	Asthma
Rheumatic Fever <input type="checkbox"/>	Cancer <input type="checkbox"/>	Mental Illness
Meningococcal Disease <input type="checkbox"/>		

**Consent Form**

I/We, the undersigned, give consent to the following:

1. For my child to have access to the range of service provided by the staff of the Health Centre, i.e. the Nurse/s, Social Worker and Guidance Counsellor. I understand that these people will provide a range of health, welfare and guidance services. Following discussion with the nurse/s it may be necessary to administer medication e.g. paracetamol, and I give my consent to this.
2. For my child to be taken by care for urgent dental treatment with the Lumino Dental Service.
3. For my child to be taken to an Emergency Medical Service in the event of an accident or emergency when the school cannot contact me. I agree to meet any costs incurred for this.
4. For my child, if in Year 9, to be interviewed by the Nurse/s to establish any health needs that may affect learning. This information will be confidential. The discussion covers the following; GP visits, health factors relating to home, school and friends, interests outside of school, and education and advice on drugs, alcohol and sexual health.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please delete any sections which you do not wish to consent to. The Nurse may contact you to discuss this decision.



# RISE The Tāmaki Way

## School-Wide Behaviour Matrix



Tamaki College	All areas	Classroom	Walkways and Corridors	Public Transport and Community	Grounds	Toilets
<b>Respect</b> <i>We are respectful when we...</i>	Use polite and appropriate language.  Take care of the school environment.  Are considerate towards ourselves, other people and property.	Respect all learners.  Respect all property and equipment.  Follow the teacher's instructions.	Are considerate of others and the environment.  Use appropriate language and manners.  Walk around the college quickly and quietly.	Use the facilities for the purpose that they're intended.  Offer a seat to older people, women or children.  Thank the driver for a safe journey.	Treat our school grounds with care.  Speak politely to other students and duty staff.	Use our toilets so that the next person to use them is able to.
<b>Integrity</b> <i>We act with integrity when we...</i>	Are resilient.  Are accountable.  Do the right thing even when no one is watching.	Are actively engaged in learning.  Do our best every chance we get.  Are honest and seek help as required.	Use appropriate language and quiet voices.  Are courteous to others.	Follow the Tamaki Way even when no-one's looking.  Have sufficient funds to pay your way.  Use our current student ID.	Care for our school environment.  Set an example for others to follow.  Guide others to put their litter in the bin.  Stay within designated areas.	Use the facilities for the purpose that they're intended.  Report any inappropriate conduct (e.g. tagging, bullying).  Use the facilities during appropriate times.
<b>Success</b> <i>We are successful when we...</i>	Take advantage of opportunities to learn.  Take ownership of our learning.  Strive for success.	Have the correct equipment.  Strive to do our best work at all times.  Know and understand what is required.  Use time in class effectively.	Use manners, pleasant conversation and polite language.  Feel safe in all parts of the school.  Keep our environment neat and tidy.	Present a positive view of Tamaki College to all in our community at all times.	Have tidy, clean, and looked after grounds.  Behave harmoniously with each other.  Respond to the bell in a timely manner.	Leave our toilets clean and tidy for others.
<b>Responsibility</b> <i>We are responsible when we...</i>	Are in the right place at the right time.  Dress in the correct uniform.  Follow instructions given.	Turn up to classes on time.  Wear the correct Tamaki College uniform.  Bring the right equipment.	Take responsibility for our environment.  Move purposefully between lessons.  Care for our peers.	Act politely, showing respect.  Let the elderly get on before us.  Behave appropriately so as not to offend others.	Move around the school respecting others' right to learn.  Behave appropriately towards other students.  Put our litter in the bin.  Report any damage/tagging to a member of staff.  Play within designated areas with sports equipment.	Look after the facilities provided for us.  Leave them clean and tidy after use.  Report any damage/tagging to a member of staff.