

# Tamworth Public School



## Student Medical and Emergency Contact Information

To enable records to be kept up to date, we ask that parents / caregivers provide the following information. Please note this information will be kept confidential in accordance with school procedures.

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_

D.O.B: \_\_\_\_\_ Class: \_\_\_\_\_

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

Name of Parent / Caregiver – 1: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

Name of Parent / Caregiver – 2: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ Work: \_\_\_\_\_ Mobile: \_\_\_\_\_

Other Emergency Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Bus to be caught home: Number \_\_\_\_\_ Animal \_\_\_\_\_ (if applicable)

Summary of current custody arrangements that may affect the school day:

\_\_\_\_\_

MEDICARE NO: \_\_\_\_\_ EXPIRY: \_\_\_\_\_

Does your child suffer from any chronic illness or disability? YES / NO

If the answer is YES, what is the nature? \_\_\_\_\_

Does your child suffer from any of the following?

- Asthma Yes / No \_\_\_\_\_
- Food allergies Yes / No \_\_\_\_\_
- Other allergies Yes / No \_\_\_\_\_
- Skin conditions Yes / No \_\_\_\_\_
- Diabetes Yes / No \_\_\_\_\_
- Epilepsy, fits or blackouts Yes / No \_\_\_\_\_
- Adverse reactions to food or bites Yes / No \_\_\_\_\_
- Other \_\_\_\_\_

If yes, please give details of how you want us to deal with the condition(s):

\_\_\_\_\_  
\_\_\_\_\_

## Medications brought to school

Any medications brought to school must be **handed in at the front office** to enable items to be locked away prior to administration.

Medications must be clearly marked with the child's name, the dosage to be taken and the item to be dispensed. A signed and dated note giving permission for the medication to be administered at school must accompany the medication. This also refers to preventative medication eg Ventolin. However, students may keep such medications in their possession with your permission.

- Does your child require glasses to be worn in the classroom when working?  
YES / NO
- Does your child require any medical or O/T supports to be worn while at school?  
YES / NO  
(If yes, please arrange a time to meet with the class teacher to explain how these can be properly worn so correct posture can be maintained at all times).
- Are there any serious current medical conditions of other immediate members of the family which could affect your child's emotional state and which may be affecting his / her learning or social interaction with peers?  
YES / NO

Only tell us about these if you feel comfortable doing so \_\_\_\_\_

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## Other

Please tell us about anything which you believe we need to know to assist with ensuring your child remains, safe, happy and secure whilst under our supervision.

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## Parent or Caregivers Consent

In the event of any accident or illness, I authorise the obtaining on my behalf of such assistance as my child may require. I understand that contact will be made with me or with my child's emergency contact as soon as possible should such an accident or illness occur.

Signed \_\_\_\_\_

Date \_\_\_\_\_

# Tamworth Public School

Napier Street  
Tamworth NSW 2340



Phone: 02 6766 2016  
Fax: 02 6766 2438

Email: tamworth-p.school@det.nsw.edu.au



## General Permission to Publish and Disclose Information

Dear Parent/ Caregiver,

I am seeking your permission to allow Tamworth Public School/Department of Education and Communities to publish and/or disclose information about your child for the purposes of sharing his/her experiences with other students, informing the school and broader community about school and student activities and recording student participation in noteworthy projects or community service.

This information may include your child's name, age, class and information collected at school such as photographs, sound and visual recordings of your child, your child's work and expressions of opinion such as in interactive media.

The communications in which your child's information may be published or disclosed include but are not limited to:

- Public websites of the Department of Education and Communities including the school website, the Department of Education and Communities intranet (staff only), blogs and wikis
- Department of Education and Communities publications including the school newsletter, annual school magazine and school report, promotional material published in print and electronically including on the Department's websites
- Official Department and school social media accounts on networks such as YouTube, Facebook and Twitter
- Local and metropolitan newspapers and magazines and other media outlets

Parents should be aware that when information is published on public websites and social media channels, it can be discoverable online for a number of years, if not permanently. Search engines may also cache or retain copies of published information. Published information can also be linked to by third parties.

Please complete the permission slip and return to the school.

Yours sincerely

**John Ireland**  
Principal

### Permission to Publish

I have read this permission to publish and:

*Tick the appropriate box*

I give permission

I do not give permission

to Tamworth Public School/Department of Education and Communities to publish information about my child as described above, including in publicly accessible communications.

This signed permission remains effective until I advise the school otherwise.

Child's name: .....

Parent/Carer/Caregiver's name (please print): .....

Parent/Carer/Caregiver signature: ..... Date: .....

Dear Parent / Caregiver

At Tamworth Public School, Special Religious Education Lessons (commonly called 'Scripture Lessons') are taken for thirty minutes each Friday by visiting scripture teachers. These teachers are trained and approved to work in schools.

Could you please confirm whether you would or would not like your child to participate and return the note below.

John Ireland  
Principal

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Name \_\_\_\_\_  
(Parent or Caregiver)

I give permission for my child \_\_\_\_\_

of Class \_\_\_\_\_ to take part in weekly scripture lessons (Special Religious Education).

Please indicate which SRE group is preferred:

Combined Scripture  Catholic Scripture

**OR**

I do not give permission

If this differs from the information originally given to the school, I give permission for my child's records to be updated.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent or Caregiver)

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(Parent or Caregiver)

# Residential address check

## For the enrolment of students in NSW Government schools

Persons seeking to enrol a child in a NSW Government school may be required to show documents to establish the child's address

### Key principles

The *Education Act 1990* provides the key principles that govern the enrolment of students in NSW Government schools. Some of them are summarised below.

The parent of a child may enrol the child at any government school if the child is eligible to attend the school and the school can accommodate the child (section 34.1).

A child is entitled to be enrolled at the government school that is designated for the intake area within which the child's home is situated and that the child is eligible to attend (section 34.2).

The principal may, for the purpose of establishing a child's eligibility to attend or entitlement to be enrolled at the school, require a person seeking to enrol the child at the school to provide proof, to the satisfaction of the principal, of the child's identity, date of birth and home address (section 34A.1).

In determining whether a child could be accommodated, the number of classrooms and other facilities may be considered (section 34.6).

The enrolment of a child who is not entitled to be enrolled at the school may be terminated if the child was enrolled as a result of false information or a false document provided (section 34A.4).

### Establishing the child's residential address

To determine a child's eligibility to attend or entitlement to enrol in the school, the principal may require documents to establish the child's address.

Generally, acceptable documents show the full name of the parent and address of the parent or carer with whom the child lives. However, any requests for proof of address must be reasonable in the circumstances.

Staff in schools abide by the Privacy and Personal Information Protection Act 1998 (NSW). Residential address information provided will be used to process applications for enrolment and associated purposes and the information will be stored securely.

### 100-point residential address check in some schools with a designated intake area

Schools that are above or near (i.e. the number of non-local enrolment applications received exceeds the number of enrolment places available outside the local enrolment buffer) their buffer level use the following 100-point residential address check to verify that the student being presented for enrolment lives within the intake area.

Document showing the full name of the child's parent	Points
1. Only one of (i.e. no additional points for additional documents) <ul style="list-style-type: none"> <li>1.1. Council rates notice</li> <li>1.2. Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt</li> <li>1.3. Exchanged contract of sale with settlement to occur within the applicable school year</li> </ul>	40
2. Any of the following <ul style="list-style-type: none"> <li>2.1. Private rental agreement for a period of at least 6 months</li> <li>2.2. Centrelink payment statement showing home address</li> <li>2.3. Electoral roll statement</li> </ul>	20 each
3. Any of the following documents <ul style="list-style-type: none"> <li>3.1. Electricity or gas bill showing the service address*</li> <li>3.2. Water bill showing the service address*</li> <li>3.3. Telephone or internet bill showing the service address*</li> <li>3.4. Drivers licence or government issued ID showing home address*</li> <li>3.5. Home building or home contents insurance showing the service address</li> <li>3.6. Motor vehicle registration or compulsory third party insurance policy showing home address</li> <li>3.7. Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this.</li> </ul>	15 each

\* up to three months old

### More information

Contact your local school or visit <https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment>