



RESPONSIBILITY PASSION



OTAHUHU  
INTERMEDIATE  
SCHOOL

**ENROLMENT**

# HOW TO ENROL

To enrol your child at Otahuhu Intermediate School, please complete this booklet and return to the School office along with:

- Your Child's Birth Certificate or Passport for photocopying
- Your Child's latest School Report

Thank you and we look forward to seeing you!

## ENROLMENT FORM

STUDENT INFORMATION			
Student Name: _____ <i>(Surname)</i>	_____ <i>(First/Middle)</i>		
Name you are known by if different from above: _____			
Address where student living: _____ _____			
Date of Birth: ____ / ____ / ____	Previous School: _____		
Gender: Boy / Girl <i>(Circle one)</i>	Class Level: Year 7 or Year 8 <i>(Circle one)</i>		
PARENTS/CAREGIVERS INFORMATION			
Mr / Mrs / Miss / Ms _____ <i>(Circle one)</i>	Relationship to student: _____		
Home address: _____			
Home phone : _____	Cell Phone: _____		
Work phone: _____	email address _____		
Occupation- _____			
Mr / Mrs / Miss / Ms _____ <i>(Circle one)</i>	Relationship to student: _____		
Home address: _____			
Home Phone : _____	Cell Phone: _____		
Work Phone: _____	email address _____		
Occupation _____			
EMERGENCY CONTACT INFORMATION			
Mr / Mrs / Miss / Ms _____ <i>(Circle one)</i>	_____ <i>(Surname)</i>	_____ <i>(First)</i>	Aunt / Uncle / Nana / Grandpa / Friend <i>(Circle one)</i>
Home Phone: _____	Cell Phone: _____	Work Phone: _____	

**STATISTICS REQUIRED BY THE MINISTRY OF EDUCATION**

Ethnic Identity \_\_\_\_\_ (Culture/Bloodline)      Nationality \_\_\_\_\_ (Country passport Issued from)

Date arrived in NZ \_\_\_\_/\_\_\_\_/\_\_\_\_ (if not born here)      Country Born \_\_\_\_\_

Language most commonly used in the home \_\_\_\_\_

Iwi \_\_\_\_\_      Rohe (home area) \_\_\_\_\_ (NZ Maori Students only)

**STATUS (TICK BOX)**

<input type="checkbox"/>	New Zealand Citizen - (please supply Birth Certificate, Citizenship Papers or Passport)
<input type="checkbox"/>	Permanent Resident - (please supply your Passport)
<input type="checkbox"/>	Refugee - (please supply your relevant documentation)
<input type="checkbox"/>	Overseas Student - (please supply your passport with current student visa/permit)

Student Visa expiry Date (if not a New Zealand Citizen): \_\_\_\_\_

**Note: Otahuhu Intermediate School will copy relevant documentation & attach to enrolment forms.**

**SPECIAL PROBLEMS OR ABILITIES THAT THE SCHOOL NEEDS TO BE AWARE OF -**

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I declare that all information supplied in this enrolment document is accurate & correct:

Parents/Caregivers Signature: .....

**Office Use Only:**

Enrol Number:		Hidden Code:		Date Started:	
<input type="checkbox"/>	Birth Certificate/ Passport/ Visa attached	<input type="checkbox"/>	Iwi (if NZ Maori)	<input type="checkbox"/>	Trip Consent Form completed (to be given to DP)
<input type="checkbox"/>	Full contact details completed	<input type="checkbox"/>	Health & Dental Forms Completed	<input type="checkbox"/>	Uniform / Stationery Check
<input type="checkbox"/>	Date arrived in NZ (if from overseas)	<input type="checkbox"/>	Cybersafety Use Agreement completed (to be given to DP)	<input type="checkbox"/>	Entered on ENROL

# STUDENT MEDICAL FORM

***Does your child require medication or special consideration for :***

Condition		Medication/Treatment required:
Allergies	Yes / No	
Arthritis	Yes / No	
Asthma	Yes / No	
Diabetes	Yes / No	
Epilepsy	Yes / No	
Hearing Loss	Yes / No	
Impaired Vision	Yes / No	
Rheumatic Fever	Yes / No	
Other (specify)	Yes / No	

***Has your child had the following vaccinations:***

***Year:***

Hepatitis B (Hep B)	Yes / No	
Measles, Mumps & Rubella (MMR)	Yes / No	
Polio (OPV or IPV)	Yes / No	
Rubella	Yes / No	
Tetanus (Td)	Yes / No	

***Does your child suffer from any other medical conditions or disabilities?***

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In case of Illness, Accident or Emergency

- |   |          |
|---|----------|
| 1. <b>I give permission</b> for my child to receive non-prescription medicines.<br>i.e. Panadol, throat lozenges, etc. when deemed necessary.   | Yes / No |
| 2. If the Intermediate is unable to contact you, or if there is a serious accident, <b>I give permission</b> for a staff member to take my child to Accident & Emergency or the doctor. | Yes / No |
| 3. <b>I give permission</b> for the Intermediate to make such arrangements as are necessary for the treatment of my child in an emergency and agree to meet any costs incurred.         | Yes / No |

Signature:

Parent/Caregiver

Date

# **CYBER-SAFETY USE AGREEMENT**

Computer technology at Otahuhu Intermediate is to support students learning. Our computers are used for educative purposes. Students cannot use the Internet at school without signing this Cyber-safety Student Use Agreement.

I agree that:

- ⇒ I will take care of our computers and other technologies, even if I am not the student who is directly using them.
- ⇒ I will respect work produced on the computer by other students and adults.
- ⇒ I will not bring software, or any other media, from home to use on a school computer.
- ⇒ I will not print anything without the permission of the teacher.
- ⇒ I will not deliberately disrupt the computer or the school's network
- ⇒ If I accidentally come across dangerous, mean or rude material I will immediately inform the teacher, Deputy Principal or Principal.
- ⇒ I will not post disturbing messages towards other students on social media such as face book

**NOTE: Failure to do this will mean I have accessed it purposefully.**

I understand that if I break this agreement in any way, I may lose the right to use the Internet and computers at school. As well, the school may tell my parents/family/whanau and they may also take disciplinary action against me.

## **STUDENT AGREEMENT**

I have read the Otahuhu Intermediate Cyber-safety Student Use Agreement, and I know what the school rules are about the use of computers, the Internet and other communication technologies. I know that if I break these rules there may be consequences.

**Student Name:** .....

**Signature:** .....

## **PARENT/FAMILY/WHANAU AGREEMENT**

I have read the Otahuhu Intermediate Cyber-safety Student Use Agreement and understand that my child may not access the Internet at school without this Use Agreement being signed and returned to school.

I understand that while the school will do its best to restrict student access to offensive, dangerous or illegal material on the Internet or other communication technologies, it is the responsibility of my child to have no involvement in such material or activities.

**Parent/Family/Whanau Name:** .....

**Signature:** .....

## **PERMISSION FOR PROMOTIONAL PURPOSES**

I **do / do not** authorise Otahuhu Intermediate School to use my child's image or work for school promotional purposes.

I understand that these will be used to share some of the events and experiences as a learner online, so that we can celebrate excellence. These are all for educational purposes, and are monitored by the school staff.

# SCHOOL-WIDE EVENTS PERMISSION FORM

## Please Print Details Clearly

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

Student's Surname: \_\_\_\_\_

This is a consent letter to cover school-wide events, which your child will participate in while attending Otahuhu Intermediate School.

Educational Outside the Classroom (EOTC) experiences -

- Syndicate and classroom trips
- Representing the school in sports teams
- Representing the school in cultural groups
- Honours Badge Trips

***NOTE: You will receive notification relating to all education outside the classroom events prior to your child's involvement on the day(s). These will be provided by the teacher in charge of organising the EOTC event.***

Some events such as camps, discos, etc. will require a separate permission.

Each excursion will comply with our Education Outside the Classroom Policy stipulated by the Board of Trustees.

## PARENT/FAMILY/WHANAU APPROVAL

I give my child, \_\_\_\_\_ permission to participate in school-wide activities while attending Otahuhu Intermediate School.

Parent/Family/Whanau Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## STUDENT NON PARTICIPATION

My child can not participate in these school-wide events -


## AVAILABILITY FOR PARENT/FAMILY/WHANAU SUPPORT

I am available to assist with the following activities (e.g. camp, cultural, trips)




# SCHOOL UNIFORM

## PRICE LIST

STUDENT NAME:

ROOM:

ADDRESS:

### COMPULSORY GIRLS SCHOOL UNIFORM

Amount	Uniform	Price	Size	Cost
	Navy Blue Skorts	\$ 45.00		\$
	Jade Polo Shirt with Blue Collar	\$ 35.00		\$
	Navy Blue Polar Fleece Jacket	\$ 50.00		\$

### COMPULSORY BOYS SCHOOL UNIFORM

Amount	Uniform Item	Price	Size	Cost
	Navy Blue Cargo Shorts	\$ 40.00		\$
	Jade Polo Shirt with Blue Collar	\$ 35.00		\$
	Navy Blue Polar Fleece Jacket	\$ 50.00		\$

### COMPULSORY GIRLS & BOYS PHYSICAL EDUCATION UNIFORM

Amount	Uniform Item	Price	Size	Cost
	P.E, Shorts	\$ 50.00		\$
	P.E. T-Shirt	\$ 50.00		\$

### OPTIONAL SCHOOL UNIFORM

Amount	Uniform Item	Price	Size	Cost
	Navy Blue Cargo Long Pants	\$ 45.00		\$
	Jade Skivvy with Blue Collar	\$ 35.00		\$

### STATIONERY

	Stationery Pack	\$ 30.00		
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### SCHOOL DONATION

	Full Year	\$ 60.00		
	Or Payment Per Term	\$ 15.00		

**Total**

**\$**

**REMINDER:** All students attending Otahuhu Intermediate School are required to wear plain black sandals or plain black shoes. Unfortunately we do not stock or sell black sandals or black shoes.

I have received the above uniform.

Signature: \_\_\_\_\_

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RESPECT

PERSONAL RES



**OTAHUHU  
INTERMEDIATE  
SCHOOL**

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