

# LOGAN PARK HIGH SCHOOL



Please return this enrolment form to:  
The Principal  
Logan Park High School  
Private Bag  
Dunedin 9054

## ENROLMENT DETAILS

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

Student's First Names \_\_\_\_\_

Student's Preferred First Name \_\_\_\_\_

Street Address \_\_\_\_\_

Suburb \_\_\_\_\_ City \_\_\_\_\_ Post Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Student's Cellphone \_\_\_\_\_ E-mail \_\_\_\_\_

Gender Male / Female (please circle) Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ (day/month/year)

Year Level 9 10 11 12 13 (enrolling in)

Status Regular NZ Student / Overseas Student with Permanent Residency (Please Circle)

Nationality (Please circle) European/ Pacific Island/ Cook Maori/ Maori / Other \_\_\_\_\_

If **Maori**, where Maori and iwi is known, please state iwi

For information on iwi affiliation and regions go to [www.minedu.govt.nz/goto/iwidata](http://www.minedu.govt.nz/goto/iwidata)

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

A copy of your child's birth certificate/passport must be provided for New Zealand citizens and for those who have been born overseas. If born overseas some proof of residency must also accompany the application.

Language spoken at home English/ Other (please specify) \_\_\_\_\_

Previous School (s) \_\_\_\_\_

Interests likely to be followed at LPHS (sporting/cultural/musical)

\_\_\_\_\_

### For Office Use Only:

Enrolment #	House/Group	Birth Certificate	Date Enrolled	Finish Date

Photo Taken	Visa	HOD English	HOD Math	Enrolment Dean

**CAREGIVER DETAILS**

CAREGIVER 1 DETAILS mother/father/ step-mother/step-father/ other \_\_\_\_\_

Surname \_\_\_\_\_ First Name \_\_\_\_\_ (Dr/Mr/Mrs/Miss/Ms)

Street Address \_\_\_\_\_

Suburb \_\_\_\_\_ City \_\_\_\_\_ Post Code \_\_\_\_\_

Place of Employment \_\_\_\_\_ Occupation \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cellphone \_\_\_\_\_ Email \_\_\_\_\_

Living With  Invoices  Reports

CAREGIVER 2 DETAILS mother/father/ step-mother/step-father/ other \_\_\_\_\_

Surname \_\_\_\_\_ First Name \_\_\_\_\_ (Dr/Mr/Mrs/Miss/Ms)

Street Address \_\_\_\_\_

Suburb \_\_\_\_\_ City \_\_\_\_\_ Post Code \_\_\_\_\_

Place of Employment \_\_\_\_\_ Occupation \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cellphone \_\_\_\_\_ Email \_\_\_\_\_

Living With (if different from caregiver 1)  Invoices  Reports

EMERGENCY CONTACT (Someone not living with student)

Relationship to Student \_\_\_\_\_

Full Name \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Cellphone \_\_\_\_\_ Email \_\_\_\_\_

**FAMILY HISTORY**

Brothers/Sisters who are attending or who have attended Logan Park High School \_\_\_\_\_

Year(s) Attended \_\_\_\_\_ In House \_\_\_\_\_

Is there anyone who should not have legal access to your son/daughter: Name: \_\_\_\_\_

Reason: \_\_\_\_\_

## MEDICAL DETAILS

**Medical Details:** Please list any medical problems and information the school should be aware of.

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Doctor \_\_\_\_\_ Medical Centre \_\_\_\_\_

Phone Number \_\_\_\_\_

## STUDENTS ENROLLING FROM ANOTHER HIGH SCHOOL

Subjects currently taken at previous school \_\_\_\_\_

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Senior Student's NSN Number \_\_\_\_\_

Form Teacher/Dean from Previous School \_\_\_\_\_

Copies provided of previous reports and credits achieved from your previous school.

Yes  No  (*please tick*)

## EDUCATION OUTSIDE THE CLASSROOM

Education outside the classroom (EOTC) is the name given to all activities that occur outside the classroom, both on and off the school site. This includes curricular and extra-curricular activities.

- Our staff believes in using a range of environments and experiences to enhance student learning.
- Our staff also values giving students opportunities. Hence we need your consent for your son/daughter to take part in EOTC learning.

This consent is to cover:

- A. Activities in the school grounds conducted outside the classroom & may include activities where some level of risk may have to be managed for example use of the climbing wall.
- B. Off-site activities in the local community including visits to local galleries & sport & recreation facilities, etc.

N.B. All EOTC activity categories require staff to undertake an analysis of risks, & identify management strategies to eliminate, isolate & minimise risk.

Specific consent will be sought where higher risk-activities are to be undertaken.



## Logan Park High School Internet & ICT Use Agreement

Logan Park High School wishes to ensure that all student and staff get maximum educational benefit from the use of the internet and Information and Communication Technology (ITC) in a safe environment.

As a safe and responsible user of ICT I will help keep myself and other people safe by following these rules.

While at school or a school related activity, I will not have any involvement with any ICT material or activity which might put myself or anyone else at risk (eg: bullying or harassing). Use of computer, Internet facilities including wireless and any other form of information and communication technologies at Logan Park High School is at all times consistent with the LPHS Code of Conduct.

I cannot use school ICT equipment until I have read and understood this ICT Use Agreement and the conditions of access at Logan Park High School. All users will be issued with individual log-in names and passwords. I must not tell anyone else my password. All files and documents must be stored in each user's provided network space and not on the local computer. I will always use my own logon when using a computer.

I understand that I must not at any time use ICT to upset, offend, harass, threaten or in any way harm anyone connected to the school or the school itself, even if it is meant as a joke. Staff will explain the internet and information and communication technologies policy to their students, taking care to note if there are students for whom English is a second language.

I understand that the rules in this use agreement also apply to mobile phone and other devices. I will only use my mobile phone or other devices at the times that I am permitted to during the school day. Otherwise staff may require its removal.

Staff and students should be aware that the school has an electronic security system. The school may choose at any time to undertake a safety audit of its computer systems, which includes personal network storage folders, and monitoring of individual users. If I accidentally access inappropriate material, I will **Not** show others. I will turn off the screen or minimise the window and then report the incident to a teacher or the Assistant Principal immediately.

I understand that I must not download any files such as music, videos, games or programmes without the permission of a teacher. This makes sure the school complies with the Copyright Act 1994. I also understand that anyone who infringes copyright may be personally liable under this law. I will not connect any device (such as a USB drive, camera or phone) to, or attempt to run any software on, school ICT without a teacher's permission.

All users should be aware that any incident involving a violation of the Code of Conduct, involvement with improper, objectionable, offensive or illegal materials, as well as material which is detrimental to the safety of the school or its community will be treated seriously by the school and may result in disciplinary consequences. Users should also be aware that some forms of misuse are illegal and could be dealt with as such.

**I have read and understood and agree to abide by the school's ICT Use Agreement.**

**STUDENT'S SIGNATURE** \_\_\_\_\_ **Date** \_\_\_\_\_

**Payment of Fees:** All compulsory school fees and charges are to be paid in full before the end of term one, unless being paid by regular automatic payment. Unpaid accounts will be referred to a collections agency if not paid by the due date. All costs incurred in the collection of overdue accounts will be payable by the parents/caregivers.

**Parents/ Caregivers Agreement:** I apply to enrol my daughter/son at Logan Park High School and agree to comply with the uniform, attendance and all other requirements about the school rules.

I/we will keep the school up to date with medical, family and all other changes of information.

I/we agree to allow the school to use unnamed photographs of my son/daughters for school promotions.

I/we have read and understood the enrolment form and school rules.

**Parent/Caregiver** \_\_\_\_\_ (sign)

**Student** \_\_\_\_\_ (sign)

**Confidentiality:** Enrolment information is requested by the school in order to communicate with parents and caregivers, to maintain the safety of the student whilst on campus and off site on school related activities and meets the statutory requirements of the Ministry of Education. This information is held securely and only used by the school staff for school-related purposes.