



# TOKOROA INTERMEDIATE SCHOOL ENROLMENT FORM 2023

## OFFICE USE ONLY

Year Level:	7 / 8	House:	
Room:		Date of Admission:	

### STUDENT DETAILS:

LEGAL SURNAME:		FIRST NAME(S):	
Preferred Surname:		Preferred First Name:	
STUDENT'S ADDRESS:			
DATE OF BIRTH:		GENDER:	Male / Female

### ETHNIC GROUP/S:

(If of NZ Maori descent, please enter the name(s) of his/her iwi. If unknown, please tick 'unknown')

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ IWI unknown

### SIBLINGS AT THIS SCHOOL:

\_\_\_\_\_

### PREVIOUS SCHOOL ATTENDED:

\_\_\_\_\_

### PARENT / CAREGIVER 1 DETAILS

LEGAL SURNAME:		FIRST NAME(S):	
TITLE	Mr / Mrs / Ms / Miss	RELATIONSHIP TO STUDENT:	
ADDRESS:			
MOBILE:		WORK PHONE:	
HOME PHONE:		EMAIL:	

### PARENT / CAREGIVER 2 DETAILS

LEGAL SURNAME:		FIRST NAME(S):	
TITLE	Mr / Mrs / Ms / Miss	RELATIONSHIP TO STUDENT:	
ADDRESS:			
MOBILE:		WORK PHONE:	
HOME PHONE:		EMAIL:	

### EMERGENCY CONTACT 1 DETAILS

LEGAL SURNAME:		FIRST NAME(S):	
TITLE	Mr / Mrs / Ms / Miss	RELATIONSHIP TO STUDENT:	
MOBILE:		WORK PHONE:	

### EMERGENCY CONTACT 2 DETAILS

LEGAL SURNAME:		FIRST NAME(S):	
TITLE	Mr / Mrs / Ms / Miss	RELATIONSHIP TO STUDENT:	
MOBILE:		WORK PHONE:	

### FAMILY INFORMATION

Are there any special issues that the school should be aware of? If yes, please explain:


Have you had any agencies involved working with your child i.e. RTLB, Oranga Tamariki, Hauora Health, SWISS?

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MEDICAL INFORMATION			
Family Doctor:		Phone:	
<b>Does your child have any of the following conditions?</b>		<b>Severity of Condition</b>	<b>Name and Dosage of Medication (if required):</b>
ADD / ADHD	YES / NO	Low risk / Moderate / Severe	
Asthma	YES / NO	Low risk / Moderate / Severe	
Diabetes	YES / NO	Low risk / Moderate / Severe	
Epilepsy	YES / NO	Low risk / Moderate / Severe	
Hayfever	YES / NO	Low risk / Moderate / Severe	
Hearing Loss	YES / NO	Low risk / Moderate / Severe	
Heart Condition	YES / NO	Low risk / Moderate / Severe	
Impaired Vision	YES / NO	Low risk / Moderate / Severe	
Rheumatic Fever	YES / NO	Low risk / Moderate / Severe	
Eczema	YES / NO	Low risk / Moderate / Severe	
Migraines	YES / NO	Low risk / Moderate / Severe	
Other (please specify):			
<b>Does your child suffer an allergic reaction to:</b>		<b>Severity of Condition</b>	<b>Please specify where required:</b>
Food	YES / NO	Low risk / Moderate / Severe	
Medication	YES / NO	Low risk / Moderate / Severe	
Stings	YES / NO	Low risk / Moderate / Severe	
Other (please specify)			
Is the student on medication which needs to be given during school hours? <i>If yes, please complete a separate form in consultation with the school office</i>			YES / NO
Has your child been immunised against infectious diseases as part of the Childhood Immunisation Programme? <i>If yes, please provide a copy of the Immunisation Certificate</i>			YES / NO
I give permission for my child to have Paracetamol/Panadol administered if necessary			YES / NO
I agree that my child may receive any emergency medical, dental or surgical treatment including anesthetic as considered necessary by a medical professional			YES / NO

EOTC – EDUCATION OUTSIDE THE CLASSROOM	
<p>I give permission for my child to participate in all EOTC events on site in the school grounds, off site events in the local community (within school hours) and events outside of Tokoroa (you will always receive a notice informing you).</p> <p>I give permission for my child to be driven by a staff member or in private vehicle if required.</p> <p>I have provided the school with up to date medical, supervision and learning information through this enrolment form and will make every endeavour to keep this information current.</p>	
Signed:	Name:

FAMILY DECLARATION	
Please tick to indicate you agree with these conditions of enrolment or cross out if you do not agree:	
<input type="checkbox"/>	I will make sure that my child will be punctual, wear correct uniform (clearly named), and abide by the school's expectations as per the Tokoroa Intermediate Behaviour Support Programme.
<input type="checkbox"/>	I give permission for my child's records to be obtained from their previous school, and their records to be sent on to their next school after leaving Tokoroa Intermediate School.
<input type="checkbox"/>	I consent to the personal information, which I have provided, being used for school-related purposes and as required by protocols between school and external agencies.
<input type="checkbox"/>	I understand that Parents/Guardians and the Ministry of Education or its agents, can request a copy of the enrolment record.
<input type="checkbox"/>	I give permission for my child's photograph to be used by the school during the course of his/her time at Tokoroa Intermediate as part of our school-wide technology, e.g. Facebook, newsletter, website etc.
<input type="checkbox"/>	My child and I have read the Digital Citizenship Contract following and we are aware of the school's initiatives to maintain a cyber-safe learning environment, including my child's responsibility to abide by this agreement.
<input type="checkbox"/>	If you have provided us with an email address, you will receive our weekly newsletter via email.
<input type="checkbox"/>	I confirm that my son/daughter is not currently suspended or excluded from another New Zealand school.
<input type="checkbox"/>	I declare that all information provided in this enrolment form is true and correct and I will advise the school office should there be any changes to what I have provided.

\_\_\_\_\_  
Parent's/Caregiver's Signature

\_\_\_\_\_  
Date



# Tokoroa Intermediate School

## Digital Citizenship Contract

**Please keep this as a reference to use at home**

**When I use ICTs, both at school and at home I have responsibilities and rules to follow.**

**I agree to:**

- be a safe and responsible user whenever I use technology
- Support others by being respectful in how I talk to and work with them and never write or participate in online bullying. This includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour
- report to an adult if I feel unsafe or uncomfortable online or see a friend being unsafe or being made to feel uncomfortable by others.

**When at school I agree to:**

- behave in a way outlined in the Schools' Digital Citizenship Contract when online or using mobile technology
- keep myself and my friends safe by protecting my password and not giving out personal details (including full names, telephone numbers, addresses and images)
- use the technology correctly for learning, respect the equipment and not interfere with the work or data of another student
- not bring or download unauthorised programmes or files
- not go looking for rude or offensive sites
- remember that content on the web is someone's property and ask my teacher or a parent/caregiver to help me correctly reference content if I want to use information or pictures
- think carefully about what I read on the internet, question if the source is reliable and use the information to help me answer any questions (I should not copy and paste the information as my answer)
- talk to my teacher or another adult if:
  - I need help online
  - I am not sure what I should be doing on the internet
  - I come across sites that are not suitable
  - I don't like something someone writes, or something makes me and my friends feel uncomfortable or I am asked to provide information that I know is private
  - I feel that the welfare of other students at the school is being threatened

**When I use any Chromebook, computer, tablet, iPad or other mobile device I agree to:**

- use it for learning purposes as directed by my teacher
- be responsible and not use the device to find, create or send information that might be harmful, inappropriate or hurtful to me or anyone else
- be entirely responsible for the security of the device at all times

**If I am allowed to take a mobile device on an EOTC outing I will:**

- keep my phone off unless I have my teachers permission to use it – e.g. for specified learning purposes
- be entirely responsible for the security of the device at all times

**When using any mobile device as a camera I will:**

- only take photos and record sound or video when it is required as part of a class or lesson
- seek permission from individuals involved PRIOR to taking photos, recording sound or videoing them (including teachers)
- **NOT** publish or send photos, recorded sound or video to anyone else or to any online space
- **NOT** upload any content to public websites

This Policy also applies to students during school excursions, camps and EOTC activities.

**The school's support for responsible and ethical use of technology**

Tokoroa Intermediate School uses the internet as a learning and teaching tool. We see the internet and mobile technology as valuable resources but acknowledge they must be used responsibly.

Your child has been asked to agree to use the internet and mobile technology responsibly at school. Parents should be aware that the nature of the internet means that full protection from inappropriate content can never be guaranteed.

At Tokoroa Intermediate School we:

- have a cybersafe and responsible use programme across the school. We reinforce the school Code of Conduct values and behaviours when using technology and the internet
- provide a filtered internet service through provided through N4L
- provide supervision and direction in internet activities and when using mobile technologies for learning
- have an Information Literacy programme
- utilise mobile technologies for educational purpose, e.g. podcasts, photos from excursions
- work towards setting tasks that ask your child open questions, so they don't need to copy and paste answers from the internet
- provide support to parents who may have difficulty understanding this agreement
- provide support to parents through information flyers attached to newsletters and the school web site