

# Coogee Boys' Preparatory School

Cnr Alison Road and Cook Street (PO Box 190), Randwick NSW 2031

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Gentleman • Scholar • Sportsman

## APPLICATION FOR ENROLMENT FORM

*In compliance with privacy legislation, this information will be kept confidential and only used for the primary purpose of educating your son/ward at Coogee Boys' Preparatory School.*

### Please complete this form and return to:

Student Admissions  
Coogee Boys' Preparatory School  
PO Box 190  
RANDWICK NSW 2031

**DATE OF APPLICATION:** .....

### STUDENT INFORMATION (please print clearly)

Proposed Calendar Year of Entry: ..... In Term: .....

Grade (please circle): K Yr 1 Yr 2 Yr 3 Yr 4 Yr 5 Yr 6

***If a boy is entering Kindergarten, he must turn five before the 1st April in the year he commences his education***

Student's Surname: .....

Given Names: .....

Preferred Name: .....

Date of Birth: .....Country of Birth: .....

Nationality: .....

Address: .....

.....Postcode: .....

Religious Denomination: .....

Brothers / relatives currently attending Coogee Boys' Prep: **Y / N**

Name: ..... Year: ..... House: .....

Name: ..... Year: ..... House: .....

Name: ..... Year: ..... House: .....



Siblings not currently attending Coogee Boys' Prep      **Y / N**

Name: ..... Age: ..... School: .....

Name: ..... Age: ..... School: .....

Name: ..... Age: ..... School: .....

Name: ..... Age: ..... School: .....

Language/s other than English spoken at home: .....

.....

Is the Applicant of Aboriginal or Torres Strait Islander descent?

Aboriginal **Y / N**

Torres Strait Islander **Y / N**

***Please attach a copy of your son's / ward's birth certificate***

### **CONNECTIONS WITH COOGEE PREP**

Please list any connections – past or present – with Coogee Prep (ie relatives, siblings etc):

***Important: Please list any siblings (and their proposed year of entry) who also currently have an application for enrolment at Coogee Prep***

Name	Relationship to Applicant	Year	House
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

**FOR BOYS ENTERING KINDERGARTEN**

Does your son/ward currently attend preschool or day care? **Y / N**

If yes, what is the name of the preschool/day care centre? .....

.....

Address: .....

.....Postcode: .....

Contact Telephone Number: .....

How many days a week does he attend? .....

**FOR BOYS ENTERING YEARS ONE - SIX**

Current school: .....

Date Commenced: .....

Reason/s for leaving:.....

.....

.....

Any particular cultural or sporting abilities, interests and achievements:

.....

.....

.....

*Please attach copies of Applicant's last two school reports and NAPLAN results (if applicable)*

**FAMILY RELATIONSHIPS**

The following information is important to avoid confusion. The student currently resides with:

- Both parents                       Mother       Father                       Grandparents
- Guardian                               Other: .....

Where the parents are separated, or the contacts are not the natural parents of the Applicant please give details (custody, guardianship arrangements, etc): .....

.....

.....

.....

***Please include a copy of any relevant Court Order or Parenting Plan***

Please indicate where general correspondence should be sent (More than one box can be ticked):

- Both Parents       Mother       Father       Grandparents       Guardian
- Other: .....

**MOTHER’S DETAILS**

Title: Mrs Ms Dr Prof Other: .....

Surname: .....

Given Names: .....

Residential Address: .....

Mailing Address (if the same as residential, write SAME): .....

.....

Postcode: .....Email: .....

Contact Telephone Numbers: Home: .....

Mobile: .....

Work: .....

Occupation: .....

Country of Birth: ..... Nationality: .....

**FATHER’S DETAILS**

Title: Mr Dr Prof Other: .....

Surname: .....

Given Names: .....

Residential Address: .....

Mailing Address (if same as residential, write SAME): .....

.....

Postcode: .....Email: .....

Contact Telephone Numbers: Home: .....

Mobile: .....

Work: .....

Occupation: .....

Country of Birth: ..... Nationality: .....

**ALTERNATIVE EMERGENCY CONTACT IF PARENTS NOT AVAILABLE**

Name: .....

Relationship to child: .....

Phone number: .....

**MEDICAL / SPECIAL NEEDS INFORMATION**

**Immunisation records must be provided with the application form and updated prior to the child starting School.**

It is important that we understand any special needs or medical condition your son/ward may have in order to plan and provide support for his education.

Coogee Prep's definition of 'special needs' applies to students who may have: learning difficulties, family problems, behavioural problems, problems associated with bullying, psychological and social difficulties, students who may have difficulties with the English language, students with specific religious or cultural observations, students with physical disabilities, medical or health risks and students who require medication for various reasons.

Coogee Prep acknowledges its responsibilities to provide quality outcomes for all students. However, the School relies on parents/guardians to provide full disclosure of any special needs of an enrolling boy so it can accurately assess its capability to meet this student's needs and to advise the parents/guardians accordingly.

Does the student have any specific needs or disabilities that may impact on his ability to fully participate in the curricular and co-curricular programs offered at Coogee Prep that the School might need to accommodate?

Yes                       No

**Where any disclosed special needs change or where any special needs arise between the date of application and the proposed start date, parents/guardians must inform the School immediately. Failure to disclose or not to fully disclose any material matter, either in the application form or subsequently may jeopardise the offer of place.**

If Yes, please detail below:

.....  
.....  
.....  
.....

.....  
.....

***Please attach ALL relevant medical, specialist or therapist reports***

In addition, please give details of any serious accidents, operations, illnesses or disabilities relating to your son/ward:

.....  
.....  
.....

**REFEREE**

Please provide the details of one Referee and enclose a letter of support from this person.

Please note the Referee cannot be a family relative and must have known the Applicant and Parents/Guardians for three years or more.

***(Not required if the applicant's father was an Old Boy of the school)***

Name: .....

Address: .....

.....

Contact Telephone Number: .....

Relationship to family: .....

**DECLARATION**

- I/We have fully completed the Application for the prospective student and certify that all personal details as supplied with this form are true and correct
- I/We enclose all necessary documentation and supporting information as requested and understand that failure to disclose any condition relevant to the School’s ability to educate my/our son/ward may result in the cancellation of enrolment
- I/We understand that acceptance of this form by the School does not constitute admission of the student to the requested class
- In the event of an Offer of Place being made, I/we agree to be bound by the Conditions of Entry and by the regulations then in force and pay a non-refundable Registration and Administration Fee. I/we also agree to the requirement for participation by my/our son/ward in all activities that are organised by the School as part of its regular academic and co-curricula program
- We have provided all relevant immunisation records.
- I/We have enclosed a \$150 non-refundable Application Fee  
**NOTE: This fee is waived if prospective student is sibling of a boy currently enrolled at Coogee Prep**

Please tick payment method below:

Cheque (made payable to Coogee Boys’ Preparatory School)

Direct deposit to the Coogee Boys’ Preparatory School bank account:

Westpac Randwick Branch:                      BSB: 032 056                      Account No.: 270073  
**(Please put your surname and the words ‘Application fee’ in the ‘To Account Description’ field)**

.....  
Father/Guardian  
Signature

.....  
Father/Guardian  
Print Name

.....  
Mother/Guardian  
Signature

.....  
Mother/Guardian  
Print Name

.....  
Date

**BOTH PARENTS / GUARDIANS ARE TO SIGN THIS APPLICATION FORM**



To assist us with future planning, we would appreciate your answers to the following:-  
What prompted you to apply for enrolment of your son at Coogee Boys' Preparatory School?

.....  
.....  
.....

How did you hear about Coogee Prep?

- Old Boy             Current parent             Past Parent/ Student
- Website             Local resident             Family and Friends
- Other: .....

**APPLICATION CHECK LIST**

***Please ensure you have included the following with your enrolment application:***

- Written reference from Referee (if applicable)

*If a sibling already attends or if the boy is an 'old boy' this is not needed*

- Copies of your son's/ward's most recent reports (if applicable)
- Copy of your son's/ward's birth certificate
- Copy of any medical or specialist assessments or reports (these must be provided with the initial application if available)
- Copy of immunisation record.
- \$150 non-refundable Application Fee  
***(Not applicable if prospective student is a sibling of a boy currently attending Coogee Prep)***