

# Enrolment Information



Lakeside  
LUTHERAN COLLEGE

The background features a stylized landscape. The upper portion shows a white silhouette of a mountain range against a white sky. Below the mountains, there are several overlapping, semi-transparent blue shapes that resemble waves or a soft-focus view of water. The bottom half of the image is dominated by a deep blue color with a subtle, wavy pattern that mimics the texture of water.

Lakeside Lutheran College  
is a diverse welcoming  
community accepting  
students of all religious and  
cultural backgrounds.

# Enrolment Information

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## How to get started?

To gain further insight into the life of the College, we welcome prospective families and their children to attend an Open Day and/or Come and Try Prep session. Alternatively, to make an appointment for a personalised College tour, please contact the Registrar.

Phone: (03) 5941 7544 or

Email: [enrolments@lakeside.vic.edu.au](mailto:enrolments@lakeside.vic.edu.au)

## Submitting an Enrolment Application

The College is growing and the demand for enrolment placements are on the rise. The College is currently receiving a number of Student Enrolment Applications for the current year and beyond.

Prospective families are encouraged to submit a Student Enrolment Application for their child at least one to two years in advance of their child's enrolment at Lakeside Lutheran College.

Parents should submit the Student Application Form and Compulsory Government Enrolment Information Form, along with the Application Fee of \$100, and copies of their child's two recent School Reports, and if applicable, NAPLAN results to:

Lakeside Lutheran College  
Attention to the Registrar  
2 Portobello Road, Pakenham VIC 3810

Phone: (03) 5941 7544 or

Email: [enrolments@lakeside.vic.edu.au](mailto:enrolments@lakeside.vic.edu.au)

## Enrolment Interview

Enrolment interviews take place a year in advance of the child's commencement at Lakeside Lutheran College, with the exception of students who require an enrolment placement in the current year.

An enrolment interview for prospective students and their families will be coordinated by the Registrar, which will involve an appointment with the Principal and relevant School Coordinator.

Upon receiving a Letter of Offer, parents will be provided with appropriate communication leading up to their child's commencement at the College, including information about Orientation Day, school booklist and school uniform.

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## Come and Try Prep

This is a wonderful occasion for children to meet the Prep Teacher and spend time in the classroom, experiencing a typical school morning. A morning tea will be provided for children, parents and guardians. Parents will have the opportunity to speak with the Principal and Registrar.

Come and Try Prep dates will be made available on the College website [www.lakeside.vic.edu.au](http://www.lakeside.vic.edu.au)

Children should attend a session the year prior to commencing school at Lakeside Lutheran College.

To RSVP to Come and Try Prep, please contact the Registrar.

Phone: (03) 5941 7544 or

Email: [enrolments@lakeside.vic.edu.au](mailto:enrolments@lakeside.vic.edu.au)

## Open Day

To gain further insight into the life of the College, please visit our next Open Day.

Tour the College and meet the Principal, teachers, students and their families.

Open Day dates will be made available on the College website [www.lakeside.vic.edu.au](http://www.lakeside.vic.edu.au) or for more information, please contact the Registrar.

Phone: (03) 5941 7544 or

Email: [enrolments@lakeside.vic.edu.au](mailto:enrolments@lakeside.vic.edu.au)

## Scholarships

Scholarships are awarded to students as follows:

### Academic Scholarships

Lakeside Lutheran College is offering Academic Scholarships to new and existing students entering Year 7. The Scholarship Examination is prepared by an external organisation and is held at the College. The number of Scholarships awarded to students is determined at the discretion of the Principal.

### Scholarship Examination

Scholarship dates and information will be made available on the College website [www.lakeside.vic.edu.au](http://www.lakeside.vic.edu.au) or for more information, please contact the Registrar.

Phone: (03) 5941 7544 or

Email: [enrolments@lakeside.vic.edu.au](mailto:enrolments@lakeside.vic.edu.au)

# Student Application Form

## Office Use Only

Enrolment Application Form submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Enrolment Application Fee paid: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Enrolment Interview: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ am/pm  
College Tour: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ am/pm

Full name of Student: \_\_\_\_\_  
*(Please use block letters)* *Surname* *Given names*

Preferred name: (leave blank if as above) \_\_\_\_\_  
*Surname* *Given names*

Victorian Student Number (VSN): \_\_\_\_\_

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

Postal Address: (leave blank if as above) \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: \_\_\_\_\_  Australian Citizen  Australian Resident  Other

Country of Birth: \_\_\_\_\_ Language spoken at home: \_\_\_\_\_

Current School: \_\_\_\_\_ Current Year Level: \_\_\_\_\_  
Prep 1 2 3 4 5 - Primary

Proposed Entry Level: 6 7 8 9 - Middle

(PLEASE CIRCLE) 10 11 12 - Senior Proposed Year of Entry: \_\_\_\_\_

Denomination: (Optional) \_\_\_\_\_ Congregation: \_\_\_\_\_

Has the Applicant any sibling(s) that currently attend or have attended a Lutheran College?

YES  NO If YES, please provide details:

Name: \_\_\_\_\_ Years Attended: \_\_\_\_\_ TO \_\_\_\_\_

Name: \_\_\_\_\_ Years Attended: \_\_\_\_\_ TO \_\_\_\_\_

Name: \_\_\_\_\_ Years Attended: \_\_\_\_\_ TO \_\_\_\_\_

## Special Needs/Health Issues

To assist the evaluation of planning, programming and resources and our capacity to provide appropriately for your child's needs, please tick the appropriate boxes and provide relevant information where applicable.

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Particular Gifts        | <input type="checkbox"/> ADHD                        | <input type="checkbox"/> Mobility Impairment | <input type="checkbox"/> Anaphylaxis                   |
| <input type="checkbox"/> Behavioural Needs       | <input type="checkbox"/> Educational Needs           | <input type="checkbox"/> Vision Impaired     | <input type="checkbox"/> Personal Care Needs           |
| <input type="checkbox"/> Speech Impaired         | <input type="checkbox"/> Assistance with Medication  | <input type="checkbox"/> Hearing Impaired    | <input type="checkbox"/> Asthma                        |
| <input type="checkbox"/> Intellectual Disability | <input type="checkbox"/> Allergies / Chronic Illness | <input type="checkbox"/> Physical Disability | <input type="checkbox"/> Other <i>(please explain)</i> |
| <input type="checkbox"/> Autism / Aspergers      | <input type="checkbox"/> Learning Difficulty         |  |  |

If you ticked any of the boxes above, please provide full details of those needs and any interventional support that the child may be currently receiving. Supporting documentation must be provided.

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

# Parent Information

**Father:** \_\_\_\_\_ Dr/Mr/Other: \_\_\_\_\_

(Please use block letters) Surname Given names

Postal Address: (if it varies from the student) \_\_\_\_\_

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

Telephone (H): \_\_\_\_\_ Facsimile (H): \_\_\_\_\_ Mobile: \_\_\_\_\_

Telephone (W): \_\_\_\_\_ Facsimile (W): \_\_\_\_\_

Email (H): \_\_\_\_\_ Email (W): \_\_\_\_\_

Denomination: \_\_\_\_\_ Congregation: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Are you a former student of a Lutheran College?  YES  NO If YES, years attended: \_\_\_\_\_ TO \_\_\_\_\_

**Mother:** \_\_\_\_\_ Dr/Mr/Other: \_\_\_\_\_

(Please use block letters) Surname Given names

Postal Address: (if it varies from the student) \_\_\_\_\_

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

Telephone (H): \_\_\_\_\_ Facsimile (H): \_\_\_\_\_ Mobile: \_\_\_\_\_

Telephone (W): \_\_\_\_\_ Facsimile (W): \_\_\_\_\_

Email (H): \_\_\_\_\_ Email (W): \_\_\_\_\_

Denomination: \_\_\_\_\_ Congregation: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Are you a former student of a Lutheran College?  YES  NO If YES, years attended: \_\_\_\_\_ TO \_\_\_\_\_

If Yes and not listed above, please provide Maiden Name: \_\_\_\_\_

## Please Note:

1. The payment of the Enrolment Application fee to Lakeside Lutheran College does not guarantee enrolment.
2. The Enrolment Application of \$100.00 (includes gst) fee is non-refundable.

## Parents and Guardians:

I am aware of the character and aims of the College as a Lutheran School and agree that my child and I shall treat these with respect.

I agree to abide by and support the rules and regulations of the College and to pay the fees on receipt of the fees account.

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## How to proceed with the Enrolment Application:

Please complete the Student Application Form per child, and submit it to the College Registrar, along with the Enrolment Application Fee, and copies of the student's two most current school reports, and any NAPLAN results.

The Enrolment Application of \$100.00 (includes gst) can be paid by credit card (below) or by cheque payable to Lakeside Lutheran College. CASH payments must be made at the Administration Office.

**Credit Card Authority:**  VISA  MasterCard (VISA & MasterCard ONLY)

Cardholder's Name (please print) \_\_\_\_\_

Credit Card Number \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Expiry Date: \_\_\_\_ / \_\_\_\_

Student Application Fee: \$100.00 (non-refundable)

Cardholder's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# Student Application Form

## Office Use Only

Enrolment Application Form submitted: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Enrolment Application Fee paid: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Enrolment Interview: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ am/pm  
College Tour: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ am/pm

Full name of Student: \_\_\_\_\_  
(Please use block letters) Surname Given names

Preferred name: (leave blank if as above) \_\_\_\_\_  
Surname Given names

Victorian Student Number (VSN): \_\_\_\_\_

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

Postal Address: (leave blank if as above) \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: \_\_\_\_\_  Australian Citizen  Australian Resident  Other

Country of Birth: \_\_\_\_\_ Language spoken at home: \_\_\_\_\_

Current School: \_\_\_\_\_ Current Year Level: \_\_\_\_\_  
Prep 1 2 3 4 5 - Primary

Proposed Entry Level: 6 7 8 9 - Middle

(PLEASE CIRCLE) 10 11 12 - Senior Proposed Year of Entry: \_\_\_\_\_

Denomination: (Optional) \_\_\_\_\_ Congregation: \_\_\_\_\_

Has the Applicant any sibling(s) that currently attend or have attended a Lutheran College?

YES  NO If YES, please provide details:

Name: \_\_\_\_\_ Years Attended: \_\_\_\_\_ TO \_\_\_\_\_

Name: \_\_\_\_\_ Years Attended: \_\_\_\_\_ TO \_\_\_\_\_

Name: \_\_\_\_\_ Years Attended: \_\_\_\_\_ TO \_\_\_\_\_

## Special Needs/Health Issues

To assist the evaluation of planning, programming and resources and our capacity to provide appropriately for your child's needs, please tick the appropriate boxes and provide relevant information where applicable.

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> Particular Gifts        | <input type="checkbox"/> ADHD                        | <input type="checkbox"/> Mobility Impairment | <input type="checkbox"/> Anaphylaxis            |
| <input type="checkbox"/> Behavioural Needs       | <input type="checkbox"/> Educational Needs           | <input type="checkbox"/> Vision Impaired     | <input type="checkbox"/> Personal Care Needs    |
| <input type="checkbox"/> Speech Impaired         | <input type="checkbox"/> Assistance with Medication  | <input type="checkbox"/> Hearing Impaired    | <input type="checkbox"/> Asthma                 |
| <input type="checkbox"/> Intellectual Disability | <input type="checkbox"/> Allergies / Chronic Illness | <input type="checkbox"/> Physical Disability | <input type="checkbox"/> Other (please explain) |
| <input type="checkbox"/> Autism / Aspergers      | <input type="checkbox"/> Learning Difficulty         |  |   |

If you ticked any of the boxes above, please provide full details of those needs and any interventional support that the child may be currently receiving. Supporting documentation must be provided.

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

# Parent Information

**Father:** \_\_\_\_\_ Dr/Mr/Other: \_\_\_\_\_

(Please use block letters) Surname Given names

Postal Address: (if it varies from the student) \_\_\_\_\_

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

Telephone (H): \_\_\_\_\_ Facsimile (H): \_\_\_\_\_ Mobile: \_\_\_\_\_

Telephone (W): \_\_\_\_\_ Facsimile (W): \_\_\_\_\_

Email (H): \_\_\_\_\_ Email (W): \_\_\_\_\_

Denomination: \_\_\_\_\_ Congregation: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Are you a former student of a Lutheran College?  YES  NO If YES, years attended: \_\_\_\_\_ TO \_\_\_\_\_

**Mother:** \_\_\_\_\_ Dr/Mr/Other: \_\_\_\_\_

(Please use block letters) Surname Given names

Postal Address: (if it varies from the student) \_\_\_\_\_

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

Telephone (H): \_\_\_\_\_ Facsimile (H): \_\_\_\_\_ Mobile: \_\_\_\_\_

Telephone (W): \_\_\_\_\_ Facsimile (W): \_\_\_\_\_

Email (H): \_\_\_\_\_ Email (W): \_\_\_\_\_

Denomination: \_\_\_\_\_ Congregation: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Are you a former student of a Lutheran College?  YES  NO If YES, years attended: \_\_\_\_\_ TO \_\_\_\_\_

If Yes and not listed above, please provide Maiden Name: \_\_\_\_\_

## Please Note:

1. The payment of the Enrolment Application fee to Lakeside Lutheran College does not guarantee enrolment.
2. The Enrolment Application of \$100.00 (includes gst) fee is non-refundable.

## Parents and Guardians:

I am aware of the character and aims of the College as a Lutheran School and agree that my child and I shall treat these with respect.

I agree to abide by and support the rules and regulations of the College and to pay the fees on receipt of the fees account.

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## How to proceed with the Enrolment Application:

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**Credit Card Authority:**  VISA  MasterCard (VISA & MasterCard ONLY)

Cardholder's Name (please print) \_\_\_\_\_

Credit Card Number \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_ Expiry Date: \_\_\_\_/\_\_\_\_

Student Application Fee: \$100.00 (non-refundable)

Cardholder's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



# Compulsory Government Enrolment Information Form

Please note the following information is required at time of completing the student enrolment application – it is required by the government (Ministerial Council for Education, Early Childhood Development and Youth Affairs) with the purpose of data collection requirements arising from the decisions of State, Territory and Commonwealth Education Ministers to improve the quality and national consistency of public reporting on student achievement. Ministers expect all government and non-government school systems and schools to comply with the new data collection and reporting arrangements.

Student	Surname	First Name	Gender M/F	Year Level
1				
2				

Student	Q1. Does the student speak a language other than English at home? <i>(If more than one language, indicate the one that is spoken most often)</i>	Q2. Was the student born in Australia? <i>(If NO please indicate country)</i>	Q3. Is the student of Aboriginal or Torres Strait Islander origin? <i>(For persons of both Aboriginal and Torres Strait Islander origin, mark both "Yes" boxes)</i>
1	No, English only..... <input type="checkbox"/> Yes, other (please specify) .....	Yes..... <input type="checkbox"/> No, other (please specify) .....	No..... <input type="checkbox"/> Yes, Aboriginal..... <input type="checkbox"/> Yes, Torres Strait Islander... <input type="checkbox"/>
2	No, English only..... <input type="checkbox"/> Yes, other (please specify) .....	Yes..... <input type="checkbox"/> No, other (please specify) .....	No..... <input type="checkbox"/> Yes, Aboriginal..... <input type="checkbox"/> Yes, Torres Strait Islander... <input type="checkbox"/>

# Compulsory Government Enrolment Information Form

		Mother/Guardian	Father/Guardian
	Surname		
	First Name		
<b>Q4. Do the parents/guardians speak a language other than English at home?</b> (If more than one language, indicate the one that is spoken most often)	No, English only  Yes, other (please specify)	<input type="checkbox"/>  _____	<input type="checkbox"/>  _____
<b>Q5. What is the highest year of primary or secondary school the parent/guardian has completed?</b> (For parents who have never attended school, mark 'Year 9 or equivalent or below')	Year 12 or equivalent  Year 11 or equivalent  Year 10 or equivalent.  Year 9 or equivalent or below	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>Q6. What is the highest qualification the parent/guardian has completed?</b> (Tick one box only in each column)	Bachelor degree or above  Advanced Diploma/ Diploma  Certificate I to IV (including trade certificate)  No non-school qualification	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>Q7. What is the occupation of the parent/guardian?</b>		_____  _____	_____  _____
<b>Q8. What is the occupation of the parent/guardian?</b>  • If the person is not currently in paid work but has had a job in the last 12 months, or has retired in the last 12 months please use the person's last occupation  • If the person has not been in paid work in the last 12 months, enter '8'.	Occupation Group Letter  (Please select the appropriate occupation group number from the list on the next page)	<input type="checkbox"/>	<input type="checkbox"/>

# List of Parental Occupation Groups

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- Please select the appropriate parental occupation group from the attached list. If you are not currently in paid work, but have had a job in the last 12 months or have retired in the last 12 months, please use your last occupation.
- If you have not been in paid work in the last 12 months enter '8'.

**Group 1:** Elected officials, senior executives/managers and professionals.

*(Professionals generally have degree or higher qualifications and professional experience in government, private industry or own business.)*

**Elected officials** [parliamentarian, mayor, alderman/woman, trade union secretary, board member].

**Senior executives/managers** [head large organizations or departments within them].

**Business** [chief executive, managing director, company secretary, finance director, chief accountant, personnel/industrial relations manager, research and development manager].

**Media** [newspaper editor, film/television/radio/stage producer/director/manager].

**Public sector** [public service manager (section head or above), regional manager, hospital/health services/nurse administrator, school principal, faculty head/clean, library/museum/gallery manager, research laboratory/facility manager, police/fire services Commissioner].

**Defence Forces** [Commissioned Officer].

**Health** [GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist, chiropractor, veterinarian, psychologist, therapy professional, radiographer, podiatrist, dietician].

**Education** [school teacher, university lecturer, VET/special education/ESL/private teacher, education officer].

**Law** [judge, magistrate, barrister, coroner, solicitor, lawyer, legal officer].

**Engineering** [architect, surveyor, chemical/civil/electrical/mechanical/mining/other engineer].

**Science** [scientist, geologist, meteorologist, metallurgist].

**Computing** [IT services manager, computer systems designer/administrator, software engineer, systems/applications programmer].

**Business** [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer].

**Social** [social/welfare/community workers, counselor, minister of religion, economist, urban/regional planner, sociologist, librarian, records manager, archivist, interpreter/translator].

**Air/sea transport** [aircraft pilot, flight officer, flying instructor, air traffic controller, ship's captain/officer/pilot].

**Group 2:** Other business managers/professionals and associate professionals.

*(Associate professionals generally have diploma/technical qualifications and support professionals.)*

**Farm/business owner/general manager** [crop and/or livestock farmer/farm manager, stock and station agent, building/construction, manufacturing, mining, wholesale, import/export, transport business manager].

**Specialist manager** [works manager, engineering manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager].

**Financial services manager** [bank branch manager, finance/investment/insurance broker, credit/loans officer].

**Retail sales/services manager** [shop, post office, restaurant, real estate agency, travel agency, betting agency, petrol station, hotel/motel/caravan park, sports centre, theatre/cinema, gallery, car rental, car fleet, railway station].

**Artist/Writer** [editor, journalist, author, media presenter, photographer, designer, illustrator, musician, actor, dancer, painter, potter, sculptor].

**Sportsperson** [sportsman/woman, coach, trainer, sports official].

**Medical, science, building, engineering, computer technician/associate professional.**

**Health/welfare** [enrolled nurse, community health worker, paramedic/ambulance officer, massage therapist, welfare/parole officer, youth worker, and dental hygienist/technician].

**Legal** [police officer, prison officer, government inspector, examiner or assessor, occupational/environmental health officer, security advisor, private investigator, debt collector, law clerk, court officer, bailiff].

**Business/administration** [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office manager, project manager/administrator, mail supervisor, other managing supervisors].

**Defence Forces** [senior non-commissioned officer].

**Other** [library assistant, museum/gallery technician, research assistant, proof reader].

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### Group 3: Trades and advanced/intermediate clerical, sales and service staff.

*(Tradesmen/women generally have completed a 4 year Trade Certificate, usually by apprenticeship. All tradesmen/women are included in this group.)*

**Recording clerk** [bookkeeper, bank clerk, PO clerk, statistical/actuarial clerk, investment accounting clerk, accounts/claims/audit clerk, payroll clerk, personnel records clerk, registry/filing clerk, betting clerk, production recording clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk/dispatcher, bond clerk, customs agent/clerk].

**Inquiry/admissions clerk** [customer enquiry/complaints/service clerk, hospital admissions clerk].

**Office assistant** [secretary, personal assistant, desktop publishing operator, switchboard operator].

**Sales representative** [company sales representative (goods and services), auctioneer, insurance agent/assessor/loss adjuster, market researcher].

**Carer** [aged/disabled/refuge care worker/child care assistant, nanny].

**Service staff** [meter reader, parking inspector, postal delivery worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/gaming table supervisor].

### Group 4: Other occupations.

**Sales staff** [sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, sales demonstrator, shelf stacker].

**Office staff** [typist, word processing/data entry/business machine operator, receptionist].

**Hospitality staff** [hotel service supervisor, receptionist, waiter, bar attendant, kitchen hand, fast food cook, usher, porter, housekeeper].

**Assistant/aide** [trades' assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, home helper, salon assistant, animal attendant].

#### Machinery operators.

**Driver or mobile plant operator** [car, taxi, truck, bus, tram or train driver, driving instructor, courier/deliverer, forklift driver, street sweeper driver, garbage collector, bulldozer/loader/grader/excavator operator, farm/horticulture/forestry machinery operator].

**Production/processing machine operator** [engineering, chemical, petroleum, gas, water, sewerage, cement, plastics, rubber, textile, footwear, wood/paper, glass, clay, stone, concrete etc production/processing machine operator].

**Other machinery operator** [photographic developer/printer, industrial spray painter, boiler/air-conditioning/refrigeration plant, railway signals/points, crane/hoist/lift, bulk materials handling machinery].

**Defence Forces** [other ranks (below senior NCO) without trade qualification not included above].

**Other agriculture, horticulture, forestry, fishing, mining worker** [farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand].

**Other worker** [labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor].

### Group 8: Unemployed greater than 12 months.

# Information for Parents

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## Regarding Compulsory Government Enrolment Information

Prepared by the Ministerial Council for Education, Early Childhood Development and Youth Affairs.

The purpose of this information sheet is to advise parents/guardians of new data collection requirements arising from the decisions of State, Territory and Commonwealth Education Ministers to improve the quality and national consistency of public reporting on student achievement. Ministers expect all government and non-government school systems and schools to comply with the new data collection and reporting arrangements.

The primary purpose of national reporting is to improve the educational outcomes of our young people by informing the Australian public, and especially the education community and parents, and progress towards achieving the National Goals for the twenty-first century.

All school authorities must collect certain information from parents and/or students to fulfil their functions and obligations under State, Territory and Australian Government legislation, including accountability for spending public money. Governments must provide the community with information about school performance and the steps they are taking to improve student outcomes.

Information on students' performance is reported in the annual National Report on Schooling in Australia published by the Ministerial Council for Education, Early Childhood Development and Youth Affairs. (For more information, please go to [www.mceecdya.edu.au](http://www.mceecdya.edu.au)).

Parents will be asked for information on the following:

- The gender of the student
- The indigenous status of the student
- The parents' occupations (in very broad terms)
- The parents' educational qualifications (also in very broad terms)
- The student's country of birth, and
- The main language spoken at home by the student and each of the student's parents.

Information is being collected on the educational and occupational background of parents so that school education authorities can evaluate the influence of socioeconomic background on student's educational outcomes across and within jurisdictions, and over time. This will allow critical evaluation of the effectiveness of policies aimed at promoting an education system which is fair for all Australian students.

Ministers have ensured that the questions asked of parents are not overly intrusive. Parents will therefore not be asked to provide specific details of their educations or income but, rather, will be asked to select an appropriate response from a limited number of broad educational categories.

# Tuition Fees – 2014

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The Council of Lakeside Lutheran College has set the following fees for 2014.

Fees will be levied in four instalments before the start of each term:

<b>Annual Fee</b>	<b>Term Instalment Fee</b> inc GST
<b>Year Prep to 2</b>	
\$4,140	\$1,035
<b>Years 3 and 4</b>	
\$4,960	\$1,240
<b>Years 5 and 6</b>	
\$5,780	\$1,445
<b>Years 7 and 8</b>	
\$6,580	\$1,645
<b>Years 9 and 10</b>	
\$6,900	\$1,725
<b>Years 11 and 12</b>	
\$7,260	\$1,815

The tuition fee covers the cost of official excursions, theatre visits, school magazine and one diary per student. There may be an additional levy charged for some camps.

## Discounts for Second and Subsequent Children – Per Child

Fee discounts apply for the second, third, fourth and subsequent children attending Lakeside Lutheran College concurrently.

<b>Annual Discount</b>	<b>Term Instalment Discount</b>
<b>Discount for second child</b>	
\$500	\$125
<b>Discount for third child</b>	
\$1,000	\$250
<b>Discount for fourth and subsequent children</b>	
\$2,000	\$500

## Individual Music Tuition

Fees for individual music lessons are outlined in the Application for Individual Music Tuition Enrolment form which will be given to all students in November each year. Fees for students utilising this program will be charged before the start of the term.

## Family Capital Donation

School families are invited annually to make a \$400 per family donation to the Lakeside Lutheran College Building Fund. Such donations are tax deductible and support the College's ongoing Capital Development Program. The College Council looks forward to continued wholehearted support for this program. Each of the four instalment notices will include a request for a \$100 donation.

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## Payment of Fees

Fees are payable either:

- (a) in four instalments, on the 14th day from the start of each school term (fee invoices are raised prior to the commencement of each school term), or
- (b) by direct debit in 11 monthly or 22 fortnightly instalments (January to November inclusive). A Direct Debit form authorising deductions from a nominated Bank or Credit Card account is required for this method of payment.

Families who elect to pay by invoice can do so by cash, cheque, credit card (Visa or Mastercard only) or BPay.

Note: Only the duly authorised Direct Debit method is able to be processed monthly or fortnightly. All other payment methods are due and payable 14 days from invoice date.

Should parents require an extension of time to pay due to exceptional circumstances, a confidential submission should be made to the Business Manager, prior to the due date for payment of the invoice or processing of a direct debit.

## Late Payment of Fees

Parents of students at Lakeside Lutheran College are responsible for and are required to pay the reasonable costs and expenses incidental to and arising out of late payment of fees.

These costs and expenses include, but are not limited to:

- (a) debt collection costs incurred by the College; and
- (b) any administrative expenses incurred by the College or any third party agents engaged by the College.

It is the College's policy that "No student will be permitted to enter a new term at the College while fees from the previous term remain unpaid".

## Withdrawal of Student

Parents intending to withdraw a student are required to inform the Principal in writing, at least a full term in advance, otherwise a term's fees will be payable in lieu of notice. Parents/guardians withdrawing a student within a term without prior notice will be required to pay fees for the rest of that term and the following term. Notice of withdrawal for the following year must be received before the commencement of Term 4. No reduction or remission of fees will be allowable for any absences of less than one full term. For leave of one full term or more the applicable tuition fee will be waived.

# Education for Life



## Lakeside Lutheran College

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