



La Salle House - hostel for Francis Douglas Memorial College

A Lasallian Catholic day and boarding school for boys

Application for Enrolment as a Boarding Student

Parents may complete and return this form to the College at any time. The College Office will contact all applicants in the year before entry inviting them for an interview with the Principal. Early applications are advised.

Student Information

Family Name / Surname

Given Names

Usual Name (i.e. name student is to be addressed by)

Birth Date

Day

Month

Year

Current School

Year Level

Country of Birth

(If not NZ, please attach evidence of immigration status)

Please indicate the **Year Level and Calendar Year of Entry** for which you are applying:
(**Note:** Year 7 is the same as Form 1; Year 9 is Form 3; Year 11 is Form 5 etc.)

Year Level:

Requested Calendar Year of Entry:

The Section below will be completed by the FDMC Office

Date application Received

Date reception Acknowledged

Date of Interview, if required

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Family Information

FATHER'S DETAILS

Name: _____

First Name

Surname

Residential Address:

Postal Address:

Phone: [h] _____

[w] _____

Mobile: _____

Email: _____

Occupation: _____

Religion: _____

MOTHER'S DETAILS

Name: _____

First Name

Surname

Residential Address:

Postal Address:

Phone: [h] _____

[w] _____

Mobile: _____

Email: _____

Occupation: _____

Religion: _____

If parents are not living together, please describe access and living arrangements for the applicant:

Medical Details

Has your son undergone any operation? If so, give date and particulars.

Has your son had a serious illness or accident? If so, give date and particulars.

Has he had:

Measles	YES	NO	Recurring Tonsillitis	YES	NO	Meningitis	YES	NO
Mumps	YES	NO	Ear Infection	YES	NO	Hepatitis 'A'	YES	NO
Chickenpox	YES	NO	Glandular Fever	YES	NO	Hepatitis 'B'	YES	NO
Malaria	YES	NO	Rheumatic Fever	YES	NO	Pneumonia	YES	NO

DOES he have:

Epilepsy	YES	NO	Sight problems	YES	NO	Diabetes	YES	NO
Hayfever	YES	NO	Hearing Loss	YES	NO	Asthma	YES	NO
Bed Wetting Problems	YES	NO						

Long term medication

Other illnesses

Allergies: *(please specify)*

to medication:

to foods:

others:

Particulars of inoculations and vaccinations:

Vaccination for

B.C.G.	YES	NO	
Diphtheria	YES	NO	
Measles	YES	NO	
Mumps	YES	NO	
Polio	YES	NO	
Rubella	YES	NO	
Tetanus	YES	NO	Date:

Tetanus Boosters	YES	NO	Date:
Whooping Cough	YES	NO	Date:
Other: Please name			

Any further health problems that we should be aware of?

Medical Report

(To be completed & signed by Family Doctor)

Medical Report on behalf of _____ as to state of general health from family Doctor.

Does he have or has he ever suffered from:	Yes	No	Details of Medication Required
Asthma			
Epilepsy			
Diabetes			
Rheumatic Fever			
Other: (Please Specify)			
Does he have any Allergies			
Medication			
Food			
Stings			
Other (Please Specify)			
Does the student suffer from any other medical condition, disability or special circumstance?			

Doctors Full Name: _____

Doctors Signature: _____ Date: _____

Emergency Contact:

Should at any time the Hostel management not be able to contact the parents/legal guardians given above, we, the parents/legal guardians offer the name[s] of the following person[s] as somebody who has our authority to act in our stead:

Name: _____
Relationship : _____
Address: _____
Phone (Home): _____
Phone (Work): _____
Mobile: _____

Name: _____
Relationship : _____
Address: _____
Phone (Home): _____
Phone (Work): _____
Mobile: _____

Name: _____
Relationship : _____
Address: _____
Phone (Home): _____
Phone (Work): _____
Mobile: _____

It is the Hostel policy to contact parents as soon as serious medical matters arise. Sometimes parents cannot be located immediately. In this situation, it may be necessary for the Director of Boarding to act "in loco parentis" (in place of parents).

Do you give permission for the Director of Boarding (or Matron acting on his behalf) to **authorise anti-tetanus immunisation** should an emergency make it advisable?

Yes / No

Do you give permission for the Director of Boarding (or Matron acting on his behalf) to **authorise an operation** should an emergency make it advisable?

Yes / No

Boarding Contract

The parties to this Boarding Contract are La Salle Hostel Board and the Parents/Legal Guardians of _____.

This boarding contract sets out the terms and conditions of student boarding at Francis Douglas Memorial College Hostel. These terms and conditions shall be read in conjunction with the La Salle House Handbook which is updated annually.

We agree to the following conditions as determined for the time being by the Hostel Board:

- ❖ That a full health report on our son/ward is made available to the Hostel Management.
- ❖ That we will meet the fee payments as determined by the Hostel Board from time to time.
- ❖ That we understand that La Salle House Ltd will charge interest and collection costs on overdue fees.
- ❖ That we will make provision for any uniform or pocket money requirements as determined by the Hostel.
- ❖ That we ensure our best endeavours to ensure our son/ward will abide by the rules and regulations of the Hostel as outlined in the Hostel Handbook and that we will do our best to ensure that he complies with these rules and regulations.
- ❖ That should our son/ward breach the rules or regulations of the Hostel, we understand that the Hostel may well decide to take action and we will accept the decision of the Hostel in such matters.
- ❖ That the Director of Boarding or Matron may give approval for emergency medical treatment, including surgery, for our son/ward if after reasonable attempts to contact you as parents/legal guardians, fail.
- ❖ That we will be held financially responsible for any breakages, vandalism caused by our son/ward.
- ❖ That our son/ward's place in the Hostel is conditional on his continual enrolment at Francis Douglas Memorial College.
- ❖ That we will provide information about any legal access issues relating to the parent/legal guardian and/or student.
- ❖ That in line with the Special Catholic Character of Francis Douglas Memorial College, our son/ward will attend Chapel services as required by the Hostel Board.

The Hostel Board undertakes:

- ❖ To provide reasonable protection, support and care for your son/ward in order to fulfill its statutory obligations as outlined in current legislation.
- ❖ To follow suitable guidelines and standards for employed staff who will provide quality care.
- ❖ To keep you informed of any behavioural/disciplinary/safety issues relating to your son/ward that may arise.
- ❖ To provide you with communication through regular reporting and through the provision of regular reports/newsletters and other avenues of communication.

SIGNATURES OF PARTIES:

The terms and conditions set out in this boarding contract replace any previous arrangements and understandings.

DATED this _____ day of _____ 20_____

_____ (Parent/Legal Guardian)

_____ (Parent/Legal Guardian)

_____ (Boarder)

SIGNED for and on behalf of the La Salle House Board by

[Signature] _____

[Print name & position] MARTIN CHAMBERLAIN, CEO

PLEASE ENCLOSE TOGETHER WITH THIS DULY COMPLETED APPLICATION FORM:

- Preference of Enrolment form signed by a Catholic Priest or his representative
- A Francis Douglas Memorial College Day Boy Application Form (if not already attending FDMC).
- Copy of birth certificate (or if not a NZ resident, photocopy of passport and visa and immigration status details)

PLEASE ENSURE THAT:

- The MEDICAL CERTIFICATE on page 4 has been completed and signed by a medical practitioner.
- The BOARDING CONTRACT on page 7 has been signed.

FINAL CHECK LIST:

Have you enclosed:

- Preference of Enrolment form
- Diocese of Palmerston North Attendance Dues Agreement
- Copy of birth certificate (or if not a NZ resident, photocopy of passport and visa and immigration status details)
- Day Boy Application Form (if applicable)

Have you signed all the pages where signatures are required?

This section to be **completed by the FDMC Office**

P/N	Principal to sign acceptance	Date acceptance sent	Administration fee paid
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
