



STUDENT FAMILY OCCUPATION/EDUCATION UPDATE

23rd July 2019

Dear Parent/Guardian,

In order for our school to be eligible to receive funding to improve student outcomes, can you please review:-

- Your current employment status
- Your occupation and code, as it may have changed.
- Your highest qualification completed

Each family's individual information is completely confidential, and remains with the school. We understand that personal circumstances change, and want to ensure our information is up to date and accurate.

We have included the list of groups and their occupation descriptions to support you in updating this information.

If you details have changed since first enrolling your child at the school please complete the form below and return to the school by **Wednesday 31st July**. I thank you in anticipation of your quick response.

If you have any questions relating to this request, please feel free to call either myself or the Office staff at school.

Yours sincerely,

Dale Banks
Principal

Use the following letters to indicate your occupation group (if you are unsure please ask the office staff)

- N:** Not in paid work, House Duties, Stay at home parent
D: Machine Operators, hospitality staff, assistants, labourers and related workers, Shearer, Receptionist, Forklift Driver, General Gardiner, Education Aides, Truck/Taxi Drivers
C: Tradesmen/Women, Clerks and Skilled Office Staff, Sales and Service Staff, Childcare Worker, Bookkeeper, Plumber, Electrician, Personal Assistant, Florist, Hairdresser, Painter, Fire Fighter
B: Business Manager/Owner, Arts/Media/Sportsperson and Associate Professionals, Police Officer, Bank Manager, Office manager, Farmers, Photographer, Credit & Loans Officer, Shop Manager, Chef, Singer/Actor
A: Senior Management in large business organisation, government administration and defence, and qualified professionals, General Manager, Accountant, Architect, Business Analyst, Pilot, Teacher, Registered Nurse, Librarian

This occupation code information is used for determining funding allocations to schools.

IF YOU HAVE NOT BEEN PAID WORK FOR THE LAST 12 MONTHS, ENTER 'X' INTO THE CURRENT EMPLOYMENT STATUS FIELD ON THIS FORM

STUDENT NAME: (Eldest) _____

PRIMARY FAMILY DETAILS ADULT A		PRIMARY FAMILY DETAILS ADULT B (Only fill out if Adult B Lives with you)	
Surname		Surname	
First Name		First Name	
Occupation		Occupation	
Employer		Employer	
Current Employment Status	<input type="checkbox"/> Working <input type="checkbox"/> Not Working	Current Employment Status	<input type="checkbox"/> Working <input type="checkbox"/> Not Working
Highest year of primary or secondary school completed.	<input type="checkbox"/> Year 12 <input type="checkbox"/> Year 11 <input type="checkbox"/> Year 10 <input type="checkbox"/> Year 9 or below	Highest year of primary or secondary school completed.	<input type="checkbox"/> Year 12 <input type="checkbox"/> Year 11 <input type="checkbox"/> Year 10 <input type="checkbox"/> Year 9 or below
Level of highest qualification completed	<input type="checkbox"/> Bachelor degree or above <input type="checkbox"/> Advanced diploma or Diploma <input type="checkbox"/> Certificate I to IV (including trade cert) <input type="checkbox"/> No non-school qualification	Level of highest qualification completed	<input type="checkbox"/> Bachelor degree or above <input type="checkbox"/> Advanced diploma or Diploma <input type="checkbox"/> Certificate I to IV (including trade cert) <input type="checkbox"/> No non-school qualification

Occupation Group Letter (See above list)	Group <input type="checkbox"/>	Occupation Group Letter (See above list)	Group <input type="checkbox"/>
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