TO PARENTS AND GUARDIANS OF STUDENTS IN ST JEROME’S PRIMARY SCHOOL

Dear Parent or Guardian,

St Jerome’s Primary School, along with all Catholic, Independent and Government schools in Australia, is asking you to provide information on the following:

- the sex of your child;
- the country of birth of your child;
- the indigenous status of your child;
- your occupation and educational qualifications (in very broad terms); and
- the main languages spoken at home by yourself and your child.

St Jerome’s Primary School is required to collect this information on behalf of the Australian Curriculum and Reporting Authority (ACARA) to provide some parent background data for students who are undertaking the NAPLAN testing. The background information collected will be linked with the results of the Literacy and Numeracy Benchmark Testing held in Years 3, 5, 7 and 9.

Parents and guardians will already have provided some of this information when your child enrolled at St Jerome’s Primary School. The original information and the extra background details now have to be collected across Australia in a uniform way against nationally consistent definitions.

All results will be reported in terms of the total number of students in various ranges and categories. No personal information will be reported and as a consequence no individual, individual school or system will be identifiable in the analysis.

Parents and guardians can discuss issues relating to the collection of this information with the school. Parents and guardians can access additional information on the National Assessment Program at www.nap.edu.au and via the School Curriculum and Standards Authority at http://www.scsa.wa.edu.au/internet/Years_K10/NAPLAN/Parents.

Thank you for your assistance.

Mrs Helen O'Toole
Principal
ST JEROME’S PRIMARY SCHOOL

Data Collection Form

This information is being collected to enable nationally comparable reporting of students’ outcomes against the National Goals for Schooling in the Twenty-First Century. This information is collected in accordance with the school’s Privacy Policy.

Note: If you need help with this form please telephone the school office on 9499 9500.

Name of student:
First name
Last name
Date of Birth (dd/mm/yyyy)

Home address of student:
(No. and street name)
Suburb
Postcode

1 Sex
Male
Female

2 Is the student of Aboriginal or Torres Strait Islander origin? (office use only)
No
Yes, Aboriginal
Yes, Torres Strait Islander
Yes, both Aboriginal and Torres Strait Islander

3 In which country was the student born? (office use only)
Australia
England
South Africa
New Zealand
Singapore
Malaysia
Scotland
Indonesia
United States of America
India
Other – please specify
4 Does the student or their female parent/guardian or their male parent/guardian speak a language other than English at home?
(If more than one language, indicate the one that is spoken most often.)

<table>
<thead>
<tr>
<th></th>
<th>student</th>
<th>female parent</th>
<th>Male parent</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>guardian</td>
<td>guardian</td>
</tr>
<tr>
<td>No, English only</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Italian</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Vietnamese</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Cantonese</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Mandarin</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Arabic</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Afrikaans</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Indonesian</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Spanish</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Malay</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Yes, Other - please specify</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

5 (a) What is the highest year of primary or secondary school the parents/guardians have completed?
(For persons who have never attended school, mark ‘Year 9 or equivalent or below.’)

<table>
<thead>
<tr>
<th></th>
<th>female parent</th>
<th>male parent</th>
<th>(office use only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark one box only in each column</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>guardian</td>
<td>guardian</td>
<td></td>
</tr>
<tr>
<td>Year 12 or equivalent</td>
<td>☐</td>
<td>☐</td>
<td>4</td>
</tr>
<tr>
<td>Year 11 or equivalent</td>
<td>☐</td>
<td>☐</td>
<td>3</td>
</tr>
<tr>
<td>Year 10 or equivalent</td>
<td>☐</td>
<td>☐</td>
<td>2</td>
</tr>
<tr>
<td>Year 9 or equivalent or below</td>
<td>☐</td>
<td>☐</td>
<td>1</td>
</tr>
</tbody>
</table>

5 (b) What is the level of the highest qualification the parents/guardians have completed?

<table>
<thead>
<tr>
<th></th>
<th>female parent</th>
<th>male parent</th>
<th>(office use only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark one box only in each column</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>guardian</td>
<td>guardian</td>
<td></td>
</tr>
<tr>
<td>Bachelor degree or above</td>
<td>☐</td>
<td>☐</td>
<td>7</td>
</tr>
<tr>
<td>Advanced diploma/Diploma</td>
<td>☐</td>
<td>☐</td>
<td>6</td>
</tr>
<tr>
<td>Certificate I to IV (including trade certificate)</td>
<td>☐</td>
<td>☐</td>
<td>5</td>
</tr>
<tr>
<td>No non-school qualification</td>
<td>☐</td>
<td>☐</td>
<td>8</td>
</tr>
</tbody>
</table>

6 (a) What is the occupation group of the female parent/guardian? ☐

6 (b) What is the occupation group of the male parent/guardian? ☐

Please select the appropriate parental occupation group from the attached list.
• 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’ in the box above.

Thank you for your time.
Please return this form to the school in the enclosed envelope.
List of Parental Occupation Groups (for question 6)

Group 1: Senior management in large business organisation, government administration and defence, and qualified professionals

Senior executive/manager/department head in industry, commerce, media or other large organisation
Public service manager (Section head or above), regional director, health/education/police/fire services administrator
Other administrator [school principal, faculty head/dean, library/museum/gallery director, research facility director]
Defence Forces Commissioned Officer
Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.
Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]
Air/sea transport [aircraft/ship’s captain/office/pilot, flight officer, flying instructor, air traffic controller]

Group 2: Other business managers, arts/media/sportspersons and associate professionals

Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business
Specialist manager [finance/engineering/production/personnel/industrial relations/sales/marketing]
Financial services manager [bank branch manager, finance/investment/insurance broker, credit/loans officer]
Retail sales/services manager [shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, and agency]
Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official]
Associate professionals generally have diploma/technical qualifications and support managers and professionals.
Business/administration [recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager]
Defence Forces senior Non-Commissioned Officer

Group 3: Tradesmen/women, clerks and skilled office, 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.
Clerks [bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk]
Skilled office, sales and service staff
Office [secretary, personal assistant, desktop publishing operator, switchboard operator]
Sales [company sales representative, auctioneere, insurance agent/assessor/loss adjuster, market researcher]
Service [aged/disabled/refuge/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor]

Group 4: Machine operators, hospitality staff, assistants, labourers and related workers

Drivers, mobile plant, production/processing machinery and other machinery operators
Hospitality staff [hotel service supervisor, receptionist, waiter, bar attendant, kitchenhand, porter, housekeeper]
Office assistants, sales assistants and other assistants
Office [typist, word processing/data entry/business machine operator, receptionist, office assistant]
Sales [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, shelf stacker]
Assistant/aid [trades’ assistant, school/teacher’s aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant]
Labourers and related workers
Defence Forces ranks below senior NCO not included above
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]