CATHOLIC EDUCATION
WESTERN AUSTRALIA

Dear Parent or Guardian

RE: DATA COLLECTION

St Cecilia's Catholic 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 Cecilia's Catholic Primary School is required to collect this information on behalf of the Australian Curriculum and Reporting Authority (ACARA). The student background information is incorporated into the Socio Educational Advantage (SEA) model which contributes to school funding.

Parents and guardians will already have provided this information when your child enrolled at St Cecilia's Catholic Primary School. If there have been any changes to your situation, please complete the attached form and return this to the school ASAP.

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 or individual school will be identifiable in the analysis.

Parents and guardians can discuss issues relating to the collection of this information with the Principal. More information on the collection of student background data is available at: https://www.acara.edu.au/reporting/data-standards-manual-student-background-characteristics.

Robert Palladino
Principal
St Cecilia's Catholic Primary School

St Cecilia's Catholic Primary School

2019 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 contact the School Secrfetary on 08 9174 7000.

Name of student:

First name | Last name | Date of Birth (dd/mm/yyyy)

Home address of student:

(No. and street name) | Suburb | Postcode

1 What is the student's sex?

Male	☐	
Female	☐	

2 Is the student of Aboriginal or Torres Strait Islander origin?

		(office use only)
No	☐	4
Yes, Aboriginal	☐	1
Yes, Torres Strait Islander	☐	2
Yes, both Aboriginal and Torres Strait Islander	☐	3

3 In which country was the student born?

		(office use only)
Australia	☐	1101
England	☐	2102
India	☐	7103
Indonesia	☐	5202
Ireland	☐	2201
Italy	☐	3104
Malaysia	☐	5203
New Zealand	☐	1201
Philippines	☐	5204
Singapore	☐	5205
South Africa	☐	9225
United States of America	☐	8104
Vietnam	☐	5105
Other – please specify		

4 Does the student or their parent/guardian/carer speak a language other than English at home?

(If more than one language, indicate the one that is spoken most often.)

		Student	Parent 1 / Guardian 1 / Carer 1 (Female)	Parent 2 / Guardian 2 / Carer 2 (Male)	*(office use only)*
No,	English only	☐	☐	☐	1201
Yes,	Aboriginal English	☐	☐	☐	8998
Yes,	Aboriginal language Specify: _____	☐	☐	☐	
Yes,	Afrikaans	☐	☐	☐	1403
Yes,	Arabic	☐	☐	☐	4202
Yes,	Burmese	☐	☐	☐	6101
Yes,	Cantonese	☐	☐	☐	7101
Yes,	Croatian	☐	☐	☐	3503
Yes,	Dinka	☐	☐	☐	9216
Yes,	Filipino	☐	☐	☐	6512
Yes,	French	☐	☐	☐	2101
Yes,	Gaelic	☐	☐	☐	1101
Yes,	Hindi	☐	☐	☐	5203
Yes,	Indonesian	☐	☐	☐	6504
Yes,	Italian	☐	☐	☐	2401
Yes,	Japanese	☐	☐	☐	7201
Yes,	Malay	☐	☐	☐	6505
Yes,	Malayalam	☐	☐	☐	5102
Yes,	Mandarin	☐	☐	☐	7104
Yes,	Polish	☐	☐	☐	3602
Yes,	Shona	☐	☐	☐	9207
Yes,	Portuguese	☐	☐	☐	2302
Yes,	Punjabi	☐	☐	☐	5207
Yes,	Sinhalese	☐	☐	☐	5211
Yes,	Spanish	☐	☐	☐	2303
Yes,	Tagalog	☐	☐	☐	6511
Yes,	Tamil	☐	☐	☐	5103
Yes,	Vietnamese	☐	☐	☐	6302
Yes,	Other - please specify				

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.')

	Mark one box only in each column		
	Parent 1 / Guardian 1 / Carer 1 (Female)	**Parent 2 / Guardian 2 / Carer 2 (Male)**	*office use only*
Year 12 or equivalent	☐	☐	4
Year 11 or equivalent	☐	☐	3
Year 10 or equivalent	☐	☐	2
Year 9 or equivalent or below	☐	☐	1

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

	Mark one box only in each column		
	Parent 1 / Guardian 1 / Carer 1 (Female)	**Parent 2 / Guardian 2 / Carer 2 (Male)**	*office use only*
Bachelor degree or above	☐	☐	7
Advanced diploma/Diploma	☐	☐	6
Certificate I to IV (including trade certificate)	☐	☐	5
No non-school qualification	☐	☐	8

6 (a) What is the occupation group of Parent 1/Guardian 1/Carer 1 (Female)? ☐

6 (b) What is the occupation group of the Parent 2/Guardian 2/Carer 2 (Male)? ☐

Please select the appropriate parental occupation group from the list on page 4-5.

- *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.

List of Parental Occupation Groups (for Question 6)

Group 1: Elected officials, senior executives/manager, management in large business organisation, government administration and defence, and qualified professionals

Elected officials (mayor parliamentarian, alderperson, trade union secretary, board member)

Senior executives/general managers/department heads in industry, commerce, media or other large organisation

- **Public sector manager** (public service manager (section head or above), regional director, hospital/health services education)
- **Other administrator** (school principal, faculty head/dean, library/museum/gallery director, research facility director)
- **Defence forces** (Commissioned Officer)

Qualified 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

- **Health** (GP or specialist, registered nurse, dentist, pharmacist, optometrist, physiotherapist, chiropractor, vet, psychologist, therapy professionals, dietician, radiographer, podiatrist)
- **Education** (primary/secondary school teacher, university lecturer, professor, VET, special education)
- **Law** (lawyer, judge, barrister, coroner, solicitor, legal officer)
- **Engineering** (architect, surveyor, chemical/civil/mechanical/mining engineer)
- **ICT** (computer systems manager, designer, software and applications programmers)
- **Science** (all scientists)
- **Business** (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer, economist)
- **Social** (social/welfare/community worker, counsellor, minister of religion, urban/rural planner, librarian, archivist, interpreter/translator)
- **Air/sea transport** (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller)

Group 2: Other business managers/professionals and associate professionals

Other business managers/professionals

- **Farm/business owner/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/production manager, sales/marketing manager, purchasing manager, supply/shipping manager, customer service manager, property manager, real estate manager, advertising, public relations manager, human resource manager, call or contact centre manager, human resource professionals)
- **Finance** (bank manager, finance/investment/insurance brokers/advisors, credit/loans officer, accountant)
- **Retail sales/services manager** (shop, post office, petrol station, café/restaurant, club, hotel/motel/caravan park, cinema, theatre, travel/betting agency, sports centre, car rental, car/fleet/station manager, other hospitality, retail services managers)
- **Arts/media** (musician, actor, dancer, painter, potter, sculptor, journalist, writer/author, media presenter, photographer, designer, illustrator, proof reader, graphic designer, web designer)
- **Sportsperson** (coach, trainer, sports official, sportsperson)

Associate professionals generally have diploma/technical qualifications and support managers and professional

- **Medical, science, architectural, building, surveying, engineering, computing, ICT support technician**
- **Health** (enrolled nurse, community health worker, paramedic/ambulance officer, massage therapist, welfare/parole officer, youth worker, 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, management and organisation analysts, contract, program)
- **Defence Forces** (senior non-Commissioned Officers [NCO])
- **Other** (library assistant, museum/gallery technician, research assistant, proof reader)

Group 3: Tradespeople and advanced/intermediate clerical, office, sales, carer and service staff

Tradespeople generally have completed a 4-year trade certificate, usually by apprenticeship. All tradespeople are included in this group. (metal fitters and machinists, motor mechanics, structural steel/welding trades workers, carpenters and joiners, plumbers, painters, electricians, chefs/cooks, hairdressers)

Advanced/intermediate clerical, office, sales, carer and service staff

- **Recording clerk** (bookkeeper, bank/post office clerk, statistical/actuarial clerk, account/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/supply logistics/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk)
- **Inquiry/admissions clerk** (customer inquiry/complaints/service clerk, hospital admissions clerk)
- **Office** (secretary, personal assistant, desktop publishing operator, switchboard operator)
- **Sales** (sales representative (goods and service), auctioneer, insurance agent/assessor/loss adjuster, market researcher, real estate sales agent)
- **Carer** (aged/disability/refuge/child care/welfare support worker, nanny, nursing support)
- **Service** (parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor/supervisor, inspectors and regulatory officers)

Group 4: Machine operators, sales/office/service/hospitality staff, assistants, labourers and related workers

Machine operators

- **Driver or mobile plant operators** (car/taxi/bus/coach/tram/truck/train driver, driving instructor, courier/deliverer, forklift driver, garbage collector, bulldozer/loader/grader/excavator/earthmoving plant operators, farm/horticulture/forestry machinery operators)
- **Production/processing machine operator** (engineering, chemical, petrol, gas, water sewerage, cement, plastics, rubber, textile, footwear, wood/paper/glass/clay/stone/concrete production/processing machine operators)
- **Other machine operator** (photographic developer/printer, industrial spray painter, boiler/air conditioning/refrigeration plant operators, railway signals/points, crane/hoist/lift/bulk materials handling machinery operators, driller, miner)

Sales office, hospitality staff and other assistants

- **Sales** (sales assistant, motor vehicle/caravan/parts salesperson, sales representatives, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker/filler)
- **Office** (typist, word processing/data entry/business/keyboard/machine operator, receptionist, office assistant, general clerk)
- **Hospitality staff** (hotel service supervisor, receptionist, waiter, bar attendant, barista, kitchen-hand, porter, housekeeper, fast food cooks)
- **Assistant/aide** (trades assistant, school/teacher's/education aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant)

Defence Forces ranks below senior NCO

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, store person, guard, commercial cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor, security office)