

School Reference Checklist



St Flannan's Catholic Parish
194 Handford Road Zillmere
Phone: 3265 3977
Email: stflannans@bne.catholic.net.au
Office hours: Tuesday to Friday 9am – 3pm

Child's Information

First Name: _____ Middle Name: _____ Surname: _____
 Male Female
 Date of Child's Birth: _____ Place of Birth: _____
 Residential Address: _____ Postcode: _____
 Current school: _____ Current school year level: _____
 Which school/college is this reference for?: _____ Closing Date: _____

Sacraments of Initiation

Date of Child's Baptism: _____ Parish / Place of Baptism: _____
 If baptised in another denomination, date received into Catholic Church: _____
 Date of Child's Confirmation: _____ Parish / Place of Confirmation: _____
 Date of Child's First Communion: _____ Parish / Place of First Communion: _____
 Date of Child's First Reconciliation: _____ Parish / Place of First Reconciliation: _____

Involvement in the Parish

Mass attendance: Weekly Fortnightly Monthly Occasionally
 Usual Mass time?: Sat 6pm Sun 7am Sun 9am Sun 5pm varies
 When did your family join the Parish?: _____
 Are you in the Planned Giving Program? Yes No
 If yes, when did you join? _____
 If no, please fill out the Planned Giving Form and forward it to the parish office asap. Once done, this will be included in your reference.

Current Mass/Ministry/Parish Community Involvement:

I/We and/or our children are involved in the following:

<input type="checkbox"/> Altar Server	<input type="checkbox"/> Eucharistic Minister	<input type="checkbox"/> Reader
<input type="checkbox"/> Children's Liturgy	<input type="checkbox"/> Cleaning	<input type="checkbox"/> Music
<input type="checkbox"/> Communion to Sick	<input type="checkbox"/> Cuppa after Mass	<input type="checkbox"/> Mothers Prayers
<input type="checkbox"/> Collector	<input type="checkbox"/> Flowers	<input type="checkbox"/> Sacramental Team
<input type="checkbox"/> Greeter	<input type="checkbox"/> Lenten Discussion	<input type="checkbox"/> Sacristan
<input type="checkbox"/> Social Justice Action Group	<input type="checkbox"/> RCIA Team	<input type="checkbox"/> Liturgy Preparation Team
<input type="checkbox"/> St Vincent de Paul Conference	<input type="checkbox"/> Counting	<input type="checkbox"/> Prayer Group
<input type="checkbox"/> Multicultural Community Celebration Team	<input type="checkbox"/> Networking	<input type="checkbox"/> Shalom
<input type="checkbox"/> Other _____		

When did you join this/these ministries? _____

Future Mass/Ministry/Parish Community Involvement:

If you are currently NOT volunteering, for which of the above would you like to make yourself/ child available?

 Do you have a current Blue Card? Yes No

Mother's Information

First Name: _____ Middle Name: _____ Surname: _____
Religion: _____ Maiden Name: _____ Title: _____
Residential Address: _____ Postcode: _____
Home Phone: _____ Mobile: _____ Email: _____

Father's Information

First Name: _____ Middle Name: _____ Surname: _____
Religion: _____ Title: _____
Residential Address: _____ Postcode: _____
Home Phone: _____ Mobile: _____ Email: _____

Guardian's Information *(if applicable)*

First Name: _____ Middle Name: _____ Surname: _____
Religion: _____ Maiden Name: _____ Title: _____
Residential Address: _____ Postcode: _____
Home Phone: _____ Mobile: _____ Email: _____

Parent/Guardian Statement

I/We acknowledge that this information is accurate and will be provided to school(s) in support of our application for our child's enrolment.

Mother/Guardian's Signature: _____ Date: _____

Father/Guardian's Signature: _____ Date: _____

References will be sent directly to the College/School to which you are applying. Please allow 3 weeks for processing.

Please tick if you are not willing to receive future correspondence from this parish

Privacy

The privacy of all individuals is important to us and we are committed to protecting all personal information we collect and hold. Our Privacy Policy is available at <https://brisbanecatholic.org.au/privacy-policy/> or on request from the Parish Office.

Privacy Collection Statement

The parishes, schools and agencies of the Archdiocese of Brisbane (we, us or our) may collect, use and disclose personal information about you.

We collect personal information directly from you and may also collect personal information passively through our website. We collect your personal information to fulfil the mission and directions of our organisation, to administer the sacraments and provide pastoral care to you, to provide you with other services and products you are seeking, to communicate with you about the services and products we offer, to solicit donations and to comply with our legal and regulatory requirements. If the personal information you provide is incomplete or inaccurate, we may not be able to provide you with the services or products you seek. We may disclose personal information about you to our parishes, schools and agencies and service providers who assist us in operating our organisation.