

ENROLMENT - EXPRESSION OF INTEREST FORM

As an accredited and funded *Special Assistance School*, Holy Spirit College needs to ensure strict guidelines to ethically provide a pathway for students outside of the preferred, traditional mainstream education system. To meet this criterion a young person must:

- Have demonstrated attendance with Secondary education, genuinely attempting to engage with mainstream education processes and pathways.
- Be actively disengaged, not been enrolled in and/or attended a secondary school for a significant period resulting in a gap between chronological age and their level of educational attainment.
- Actively disengaged in that they have low attendance at a secondary school in which they are enrolled e.g. less than 70% over a long period of time without a valid reason.
- Passively engaged in education. These are young people who are enrolled in schools but are demonstrating significantly lower than average attainment scores in assessable subjects e.g. D or less and/or have a high absence or suspension rate.

Would not otherwise be –

- enrolled and attending school while of compulsory school age; or
- participating in an eligible option full-time, or in paid employment for at least 25 hours each week, during the compulsory participation phase; and
- are not provisionally registered, or registered, for home education.

Please note: Production of a birth certificate is a requirement of enrolment.

Is the young person considered to be a relevant student based on the above criteria?	Yes		No	
Has the young person previously applied or been a student at Holy Spirit College?	Yes		No	
If so, which campus				

Expression of Interest:

Campus:		Date Received:	
Young Person Details:			
Young Person Name:		Grade:	
Date of Birth:		Residential Address:	
Details of current living arrangements: (self-placing with friends or family, residential care, etc.)			

Details of the person completing this EOI:							
Full Name:		Relationship to the young person:					
Telephone number:		Email:					
Agency/organisation: (if applicable)		Are you the legal guardian:	Yes		No		
Does the legal guardian know about this expression of interest?			Yes		No		
If not, who is the legal guardian:		What is their relationship to the young person:					
Telephone number:		Email:					

Details of the young person's school history and disengagement:				
Is the young person currently enrolled at a school? If so, which school?				
How often do they attend school or if there has been a gap in their schooling what was their last known date of attendance?				
Please list any previous schools the young person has attended: <i>(Include primary schools if known)</i>				
Academic History: <i>(Were they in mainstream classes, or a specialized educational program? How close to age-appropriate levels are their literacy and numeracy skills?)</i>				
Has the young person ever had a support plan, case manager or wellbeing support at a previous school?				
<table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> </tr> </table> If yes, please provide details below and attach copies of relevant documents.	Yes		No	
Yes		No		

What factors do you believe are contributing to the young person's disengagement from school?

(behaviour, conflicts, social / emotional factors, or the impact of a disability)

Describe any physical, social/ emotional, and / or learning needs of the young person which may impact on duty of care and / or participation in school.

Details of the young person's medical history:

Has the young person had any issues with their hearing or vision and / or have they had any testing recently?

Yes		No	
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If yes, please provide details below and attach copies of reports.

Does the young person have any medical diagnosis? Or any suspected undiagnosed conditions?

Is the young person taking medication: *(Include details)*

Has the young person had any recent health or medical specialist assessments of which the school should be aware? *(e.g. and assessment by a speech pathologist, psychologist, paediatrician etc.)*

Yes		No	
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If yes, please provide details below and attach copies of relevant health/medical assessments/reports.

Has the young person been diagnosed with a disability? *If so, supporting documents must be provided prior to the enrolment interview.*

Engagement with support agencies:

Is the young person connected with any of the following: *(Please provide contact details for any agency involved with the young person)*

Agency		Full Name	Telephone Number	Email
Child Safety				
Youth Justice				
Residential Care				
Yeti				
Transition Support				
Other				

Is the young person involved with or have they ever been involved with Youth Justice?	Yes		No	
If yes, has the young person been accused of or charged with any violent or sexual offences?	Yes		No	

Please share any other information you feel is relevant to this application.

Print Name:	Signature:	Date:

The following documents are required to support your application for an enrolment interview.

Mandatory Documents				
Young person's Birth Certificate and/or Medicare card	Yes		No	
Legal documents including court orders and authority to care forms	Yes		No	
Allied health medical assessment reports (psychologist, paediatrician, speech pathologist etc)	Yes		No	
Supporting documents required				
Copy of the Student's last school report	Yes		No	
School attendance history	Yes		No	
Any Individual Education Plans/ Personalised Learning Plans	Yes		No	
Behaviour Support Plan	Yes		No	
Health care plans	Yes		No	
Safety Plan	Yes		No	
Case management plans	Yes		No	

Please return completed form and supporting documentation via email to office.holyspirit@cns.catholic.edu.au or by handing them in at the relevant campus.

Manoora Campus 13 Moignard Street Manoora QLD 4870	Edmonton Campus 187-191 Bruce Highway Edmonton QLD 4869	Cooktown Campus Cnr Hope & Burkitt Streets Cooktown QLD 4895
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