

Queensland Government



to the Maroochydore State High School Community

In completing this application for enrolment, you are taking the first step in committing to becoming part of the Maroochydore SHS community. A community that together ensures our students benefit from all that our vibrant and dynamic school has to offer.

Our highly experienced and qualified teachers who are caring and supportive of every student, look forward to partnering with you and your child in their learning journeys.

Established in 1964 and founded on strong traditional values, Maroochydore High has an innovative, dynamic and modern curriculum, where students achieve excellent outcomes and where Year 12 performance has established Maroochydore High as one of the top ranked schools on the Sunshine Coast. While we respect and build on the past, our outlook is future oriented as we endeavour to equip students with the skills and attitudes they need to create a bright and prosperous future.

The school values of learning, respect and safety permeate every aspect of school life. The original school motto "Niti et Servire" means to strive and serve, so there is a very strong focus on effort, working to potential as well as the importance of active citizenship with service to the community embedded in every year level through a structured service and leadership program. An active Pastoral Care program and Student Services support team are integral in our drive to try and ensure students have every opportunity to become the very best version of themselves.

Students of all abilities are supported and challenged to realise their potential through an exciting range of subjects and innovative programs that provide something for everyone. Maroochydore High is a place where everyone has the opportunity to succeed and shine.

Thankyou for taking the time to complete this application and upon approval of this enrolment, we look forward to working with you to strive and serve, succeed and shine!

Warmest Regards

David Samaha

Principal

Maroochydore State High School



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Student Resources Scheme Participation Agreement	
Enrolment Checklist Summary Please note: All required documents must be submitted before the enrolment process can proceed	
Personal documents	
☐Birth Certificate	
Two most recent report cards	
Passport & Visa documentation (if applicable)	
Proof of Residency (one primary and one secondary)	
Custody documents (if applicable)	
Enrolment forms	
Application for Student Enrolment Form	
Enrolment Agreement	
State School Consent Form	
Student Resource Scheme Participation Agreement	
Transfer note (if enrolling from a non-state school or from interstate)	
Important policies to read (click to view)	
Student Code of Conduct	
☐ Student dress code/uniform requirements	
Year level subject selection information and stationery lists	
Bring your own device (BYOD) information	
□ QParents	
School bus information	

The above policies are available for viewing on the website.

Enrolling at Maroochydore State High School

Enrolling at Maroochydore State High School is an important and exciting process and we welcome all our new students. Due to our enrolment capacity, we are a <u>catchment managed school</u> and can only accept students who reside within the school's catchment area.

How to enrol
☐ Enrolment eligibility and application forms
Complete a separate application for each child
Important policies to read and understand
Enrolment interview: Interviews occur on Thursday mornings if all documents have been received
Eligibility for enrolment Parents or legal guardians who wish to enrol their child at this school must provide identification and demonstrate that the student's principal place of residence is within the enrolment catchment area of Maroochydore SHS.
Identification and school documents
Each child's birth certificate. This must be sighted by the school Enrolments Officer.
Each child's most recent student report card (two preferred).
Each child's passport and visa documentation with a copy of date stamp, showing date of entry into Australia (for overseas applicants only)
Provide current proof of residency for the nominated address
 One primary source – a current lease agreement, or rates notice, or unconditional sale agreement in parent/carer's name
 One secondary source - a utility bill (e.g. electricity, gas) showing this same address and parent/carer's legal guardian's name (not telephone)
Check the enrolment catchment map online via EdMap on our school website to find your home street address. The Principal will verify that your listed residential address is within the enrolment boundary. If the Principal is not satisfied that the documentation provides proof of the student's principal place of residence the Principal may request further sources of proof of residence.
Provide all documentation to MSHS Enrolments Officer either in person or:
Email: emp@maroochydoreshs.eq.edu.au

Upon receipt, the Enrolments Officer will contact you to arrange an enrolment interview with the Deputy Principal. You will need to provide all required documentation, including documents that must be sighted by our Office before an enrolment interview can proceed.

Post to: Maroochydore State High School, PO Box 55, Maroochydore Qld 4558

Please note: Future Year 7 in catchment enrolments for the following academic year are due by the end of Term 2. This will ensure your child's invitation to the Term 3 Orientation Program.

Enrolment Questions and Answers

How do I get information about bus timetables?	Phone CDC Queensland 5476 6622 or visit their website www.cdcqueensland.com.au
What time does school start?	Years 7-10 students start school at 8:35am. Year 11 & 12 students start school at 7:25am and attend scheduled classes over four days. The school day concludes at 2:35pm.
What do I bring on the first day of school?	Visit our website for a current stationery list for each year level. You can bring your BYoD device and visit our library to get this networked to our system. If you have transferred from outside Education Queensland bring your device on the 2nd day of school to allow time for enrolment rollover
Are uniforms compulsory? What happens on the first day of school?	Yes and are able to be enforced under the Education Act 2006. The Maroochydore SHS P&C provides a uniform service to all families through the Uniform Shop. If it is the first day of school in Term 1, all students will be directed to meet at a specific location identified via our school website and Facebook page. At other times throughout the year, students (including senior students) should come to the main Office at 8:15am to receive their timetable, locker code, have their ID photo taken and meet with their year level staff member.
What do we need to bring to an Enrolment interview?	Refer to the Enrolment checklist. Please note, an enrolment interview cannot progress if all documents have not been provided/sighted
I have a student with a verified disability. Who should I speak with?	Contact the MSHS Head of Diverse Learning via the Office to make an enrolment enquiry appointment
When a student changes schools, how is their record transferred?	If a prospective student in Queensland is enrolling from a non-state school to a state school (or vice versa), principals are able to request the student's record is transferred from the old school to the new school via a Transfer note. Records of students transferring their enrolment from one Queensland state school to another Queensland state school can be accessed by principals through the OneSchool database. In cases where a student has moved from interstate, principals, with consent from parent/s or the independent student, are able to obtain student information from the previous school using the Interstate student data transfer note.
Does the child have to be enrolled using their legal name?	Yes. A child must be enrolled using their legal name (as recorded on their birth certificate). The legal name will appear on semester reports unless parent/s specifically request that the preferred name only is used. If the use of a preferred name is requested, then this is the name that should be used for the child in the school community and on internal school documents such as class rolls.
Who can enrol a child in school?	Applications for enrolment may be made by a 'parent' of the child. However, state school principals also have discretion to enrol a student who is a child without parental consent, where the school principal is satisfied that the enrolment is in the child's best interest.
How is a student's year level decided?	The age of the student is one criterion used by Queensland schools to make decisions about year level placement. Schools also take into consideration the work undertaken by the student in their previous school, and the student's attributes. The final decision is made by the Principal, in consultation with parents.
Who can attend Maroochydore SHS?	All students (years 7-12) living within the catchment boundary. Refer to the Enrolment section of our school website to check your eligibility.

Enrolment Agreement – Maroochydore State High School

This enrolment agreement sets out the responsibilities of the student, parents or carers and the school staff about the education of students enrolled at Maroochydore State High School.

Responsibility of student to:

- act in accordance with the school values of Learning, Respect and Safety
- attend school on every school day for the educational program in which they are enrolled, on time, ready to learn and take
 part in school activities
- work hard and comply with requests or directions from the teacher and principal.
- · meet homework requirements and assessment requirements
- follow the Effort for Learning and Behaviour for Learning policies
- wear school uniform and adhere to school dress code requirements
- act at all times with respect and show tolerance towards other students and staff
- abide by school rules/expectations as outlined in the school's Student Code of Conduct. This includes not bringing items
 to school which are illegal or could be considered as weapons (e.g. dangerous items such as knives)
- abide by the school mobile phone and electronic devices policy
- respect the school property.

Responsibility of parents to:

- ensure your child attends school on every school day for the educational program in which they are enrolled
- advise the school as soon as possible if your child is unable to attend school and reason/s why (e.g. child is sick)
- attend open meetings for parents
- let the school know if there are any problems that may affect your child's ability to learn
- · ensure your child completes homework regularly in keeping with the school's homework policy
- treat all school staff with respect
- support the authority of school staff thereby supporting their efforts to educate your child and assist your child to achieve maturity, self-discipline and self-control
- not allow your child to bring dangerous or inappropriate items to school
- · abide by school's instructions regarding access to school grounds before, during and after school hours
- advise principal if your child is in out-of-home care
- keep school informed of any changes to your contact details or your child's details, such as home address, email address and phone number
- ensure the school is aware of any changes to your child's medical details.

Responsibility of school staff to:

- design and implement engaging and flexible learning experiences for individuals and groups of students. Set high standards in work and behaviour
- inform parents and carers regularly about how their children are progressing
- design and implement intellectually challenging learning experiences which develop language, literacy and numeracy
- create and maintain safe and supportive learning environments
- support personal development and participation in society for students
- · foster positive and productive relationships with families and the community
- inform students, parents and carers about what the teachers aim to teach the students each term
- clearly articulate the school's expectations regarding the Student Code of Conduct and the Student Dress Code policy
- ensure that parents and carers are aware that the school does not have personal accident insurance cover for students
- set, mark and monitor homework and assessment
- contact parents and carers as soon as possible if the school is concerned about the child's schoolwork, behaviour, attendance or punctuality
- · notify parents of an unexplained absence of their child as soon as practicable on the day of the student's absence
- deal with complaints in an open, fair and transparent manner in accordance with departmental policy,
- treat students and parents with respect.

I acknowledge:

- That I have read and understood the responsibilities of the student, parents or carers and the school staff outlined above
- That information about the school's current rules, policies, programs and services, as outlined above has been provided and explained to me.

I have received a copy of the		☐ Student Code of Co	e of Conduct			
Student Signature:	Parent/Ca	arer Signature:	On beha	alf of Maroochydore State High Scho	ol	

Application to enrol in a Queensland State School

This sheet contains information on how to complete the Application for Student Enrolment Form (SEF-1 Version 7).

Entitlement to enrolment

Under the *Education (General Provisions) Act* 2006 (Qld) a state school must enrol an applicant if they are entitled to enrolment. While not exhaustive, a list of matters which may affect an applicant's entitlement to enrolment are included on the front cover of the enrolment form.

Questions which must be answered*

The Application for Student Enrolment Form contains a number of questions marked with an (*) which must be answered. These include – Prospective student demographic details, Prospective student address details, Family details, Religion – Religious Instruction, Country of birth, Emergency contact details, Prospective student medical information, Court orders and the Application to enrol. These questions and consent are considered necessary to ensure the school can undertake its administrative and care responsibilities.

Sections of the form not marked (*) are optional. However, failure to complete these sections may result in the school not being eligible for important Federal and State Government funding.

Parent's occupation and education

All parents across Australia, no matter which school their child attends, are being asked to provide information about family background (answering this question is optional). The main purpose of collecting this information is to promote an education system which is fair for all Australian students regardless of their background.

Sighting of birth certificate

Schools are required to sight a prospective student's birth certificate. An alternative to a birth certificate will be considered where it is not possible to obtain a birth certificate (e.g. person born in a country without a birth registration system – passport or visa documents will suffice). Prospective mature age students that provide appropriate photographic proof of identity do not need to present a birth certificate.

Court Orders

Any court orders concerning the prospective student's welfare, safety or parenting arrangements should be provided to the school, and the school should also be provided with any new or updated orders.

Name on enrolment form

A prospective student should be enrolled under their legal name as per their birth certificate. There is provision to also record a preferred family and/or given name. The preferred name will be used on internal school documents such as class rolls. The legal name will appear on semester reports unless there is a specific request to use the preferred name only. This request can come from parents/carers or the student (if the student is independent/mature age).

Evidence of Prospective Student's Immigration Status

This section is required to be completed when a prospective student is not an Australian citizen and information is required to be recorded about their passport and visa.

Medical information and emergency contacts

A prospective student's medical condition, symptoms, management and medication/s must be documented. Medical conditions may include (but are not limited to) seizures/epilepsy, fainting, diabetes, asthma, heart problems, anaphylaxis and allergies (such as food or insect stings). Parents must indicate if they are an emergency contact. Three additional emergency contacts are also required.

Religion - Religious Instruction

Applicants are asked if they would like the prospective student to participate in religious instruction. From Year 1, the prospective student may participate in religious instruction if it is available.

If you tick 'No' or if the nominated religion is not represented within the school's religious instruction program, the prospective student will receive other instruction in a separate location during the period arranged for religious instruction.

Parents/carers may change these arrangements at any time by notifying the principal in writing.

Office use

This section is to be completed by the school and will assist in documenting specific details in relation to enrolment, including confirmation of the sighting of documentary evidence such as a prospective student's birth certificate, passport or visa and prospective student's mature age status.

Application for student enrolment form

INSTRUCTIONS

Please refer to the Application to enrol in a Queensland State School information sheet at the end of this form when completing this application.

Failure or refusal to complete those sections of the form marked with an (*) or to provide required documentation may result in a refusal to process your application. Sections of the form not marked (*) are optional. However, failure to complete these sections may result in the school not being eligible for important Federal and State Government funding reliant on such information. Parents of all students in Australia have been asked to provide information on their family background as part of a national initiative towards providing an education system that is fair to all students, regardless of their background. The required information includes the Indigenous status and language background of the student, and the education, occupation and language background of the parents.

If you have any questions about the enrolment form or process, or require assistance completing this form, including translation services, please contact the school in the first instance

PRIVACY STATEMENT

The Department of Education (DoE) is collecting the information on this form for the purposes outlined in the Education (General Provisions) Act 2006 (EGPA 2006), and in particular for:

- i. assessing whether your application for enrolment should be approved
- ii. meeting reporting obligations required by law or under Federal State Government funding arrangements
- iii. administering and planning for providing appropriate education, training and support services to students
- iv. assisting departmental staff to maintain the good order and management of schools, and to fulfil their duty of care to all students and staff
- v. communicating with students and parents.

This collection is authorised by ss. 155 and 428 of the EGPA 2006. DoE will disclose personal information from this form to the Queensland Curriculum and Assessment Authority when opening student accounts, in compliance with Part 3 of the Education (Queensland Curriculum and Assessment Authority) Act 2014 (Qld). Personal Information from this form will also be supplied to Centrelink in compliance with ss.194 and 195 of the Social Security (Administration) Act 1999 (Cth). De-identified information concerning parents' school and non-school education, occupation group and main language other than English and students' country of birth, main language other than English, sex and Indigenous status, is supplied to the Australian Government Department of Education in compliance with Federal – State Government funding agreements.

Personal information collected on this form may also be disclosed to third parties where authorised or required by law. Your information will be stored securely. If you wish to access or correct any of the personal information on this form or discuss how it has been dealt with, please contact the school in the first instance. If you have a concern or complaint about the way your personal information has been collected, used, stored or disclosed, please also contact the school in the first instance.

ENTITLEMENT TO ENROLMENT

Under the EGPA 2006, an applicant for enrolment at a state school must be enrolled if they are entitled to enrolment. While not exhaustive, the following matters may affect an applicant's entitlement to enrolment at a state school:

- failure to adequately complete this enrolment form
- if the school has an Enrolment Management Plan or an Enrolment Eligibility Plan (enrolment is subject to eligibility under the plan)
- the applicant is a prospective mature age student (the applicant can only apply for enrolment at a mature age state school and will be subject to a satisfactory criminal history check, or as a student in a program of distance education. All prospective mature age students must have a remaining allocation of state education.)
- the applicant is not of correct age for enrolment (relates to Preparatory Year and Years 1 to 6)
- the applicant has been excluded or cancelled from enrolment or is subject to suspension from a state school at the time of the application
- the school is a state special school and the applicant does not meet the criteria for enrolment in a special school
- the school principal reasonably believes that the applicant presents an unacceptable risk to the safety or wellbeing of members of the school community (application is referred to Director-General)
- the proposed enrolment requires approval as part of a flexible arrangement under s.183 of the EGPA 2006, and the arrangement has not yet been approved
- the prospective student is not an Australian resident or citizen or the child of an Australian permanent resident or citizen (visa restrictions may apply, fees may be charged, in some cases legislation requires that the applicant must obtain approval from the Chief Executive via Education Queensland International (EQI) to enrol).

Office use only										
Date enrolled		1	Year level		Roll Class		EQ ID			
Independent student	Yes !	Birth certificate/passport sighted, number recorded and DOB confirmed Number:								
If yes, is the prosp	student over 18 years ective student exemp pective mature age st	t from the mat	ure age studen	t process?	Yes [No No No				
School house/ team					EAL/D supp	ort			Yes No To be determined	
FTE		Associated	unit		Visa and ass	ociated docu	uments sigh	ted	Yes No	
EQI category					SV – studen TV – tempor DS – depend		on student	D	X – exchange student E – distance education	

Queensland Government

PROSPECTIVE STUD	ENT DE	I OGRAPH	HIC DET	TAILS							
Legal family name* (as per birth certificate)											
Legal given names* (as per birth certificate)											
Preferred family name				Preferred	given nam	es					
Sex*	Male Female		Date of bi	irth*		,	1				
Copy of birth certificate available to show school staff*	Yes	No		alternative t prospective This does n	o birth certific student born ot include fail	ate will to in count ure to re	be considered w ry without birth r egister a birth or	staff sighting the p here it is not possik egistration system. reluctance to order t by EQI, a passpor	ole to obtain a Passport or vi a birth certific	birth certificatisa documentate.	ate (e.g. ts will suffice).
For prospective mature age students, proof of identity supplied and copied*	Yes	No		curreadul	e mature age s ent driver's lice it proof of age ent passport.	ence; or		notographic identific	cation which pr	roves their ide	entity:
APPLICATION DETAI	II S										
Has the prospective student ever attended a Queensland state school?	Yes	No	If yes, p	provide nar	me of scho	ol and	approximate	date of enrolme	ent.		
What year level is the prospective student seeking to enrol in?			Please	provide the	e appropria	ıte yea	r level.				
Proposed start date		1	Please	provide the	e proposed	l startii	ng date for th	e prospective s	tudent at th	nis school.	
					Name:						
Does the prospective			If yes, p		Year Lev	el					
student have a sibling attending this school or any other Queensland state	Yes	No	year lev	name of sibling, year level, date of birth, and		oirth	,	,			
school?			school	, and	School			,			
PROSPECTIVE STUD		DESS DE	TAII C*								
Principal place of residence a			TAILO								
Address line 1											
Address line 2											
Suburb/town					S	State			Postc	ode	
Mailing address (if it is the sai	ne as princip	al place of res	sidence, w	rite 'AS AE	BOVE')						
Address line 1											
Address line 2											
Suburb/town					s	State			Postc	ode	
Email											
FAMILY DETAILS								_			
Parents/carers		Pa	arent/carer	1				Pare	ent/carer 2		
Family name*											
Given names*											
Title	Mr	Mrs	Ms	Miss	s Di	r	Mr	Mrs	Ms	Miss	Dr
Sex	Male	Female					Male	Female			
Relationship to prospective student*											
Is the parent/carer an emergency contact?	Yes	No					Yes	No			

FAMILY DETAILS (continued)						
Parents/carers	Parent/carer 1	Parent/carer 2				
1st Phone contact number*	Work/home/mobile	Work/home/mobile				
2 nd Phone contact number*	Work/home/mobile	Work/home/mobile				
3 rd Phone contact number*	Work/home/mobile	Work/home/mobile				
Email						
Employer name						
Occupation						
What is the occupation group of the parent/carer?	(Please select the parental occupation group from the list provided at the end of this form. If parent/carer 1 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 last occupation. If parent/carer 1 has not been in paid work in the last 12 months, enter '8')	(Please select the parental occupation group from the list provided at the end of this form. If parent/carer 2 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 last occupation. If parent/carer 2 has not been in paid work in the last 12 months, enter '8')				
Country of birth						
Country of residence						
Does parent/carer 1 or parent/carer 2 speak a language other than English at home? (If more than one language, indicate the one that is spoken most	No, English only Yes, other – please specify	No, English only Yes, other – please specify				
often) Is the parent/carer an	Needs interpreter? Yes No	Needs interpreter? Yes No				
Australian citizen?	Yes No	Yes No				
Is the parent/carer a permanent resident of Australia?	Yes No	Yes No				
Address line 1						
Address line 2						
Suburb/town						
State	Postcode	Postcode				
Mailing address (if it is the sa	me as principal place of residence, write 'AS ABOVE')					
Address line 1						
Address line 2						
Suburb/town						
State	Postcode	Postcode				
Parent/carer school education	What is the highest year of primary or secondary school parent/carer 1 has completed? (For people who have never attended school, mark 'Year 9 or equivalent or below')	What is the highest year of primary or secondary school parent/carer 2 has completed? (For people who have never attended school, mark 'Year 9 or equivalent or below')				
Year 9 or equivalent or below						
Year 10 or equivalent						
Year 11 or equivalent						
Year 12 or equivalent						
Parent/carer non-school education	What is the level of the <i>highest</i> qualification parent/carer 1 has completed?	What is the level of the <i>highest</i> qualification parent/carer 2 has completed?				
Certificate I to IV (including trade certificate)						
Advanced Diploma/Diploma						
Bachelor degree or above						
No non-school qualification						

PROSPECTIVE STUD	ENT ORIGI	N DETAILS			
Origin	Queensland/inte	erstate/overseas			
Origin type	Childcare centre	e or kindergarten/Prep/primary/	/secondary/VET/othe	er	
Previous school/other location					
Previously employed	Yes	No		Full-time Part	-time
INDIGENOUS STATU	S				
Is the prospective student of Aboriginal or Torres Strait Islander origin?	No	Aboriginal	Torres Strait Islan	der Both A	boriginal and Torres Strait Islander
RELIGION – RELIGIO	US INSTRU	CTION*			
From Year 1, the prospective	student may part	icipate in religious	Do you want th	e prospective student to	participate in religious instruction?
instruction if it is available. If you tick 'No' or if the nomina school's religious instruction			Yes	No	
receive other instruction in a arranged for religious instruc	separate location tion.	n during the period	If 'Yes', please	nominate the religion:	
Parents/carers may change th the principal in writing.	ese arrangemen	ts at any time by notifying			
COUNTRY OF BIRTH	+				
COUNTRY OF BIRTH	Australia				
In which country was the prospective student born?		ase specify country)			
	Date of arrival	in Australia /			
Is the prospective student an Australian citizen?	Yes			's immigration status to be	
PROSPECTIVE STUD	ENT LANG	UAGE DETAILS			
Does the prospective student speak a language	No, Englis	h only			
other than English at home?	Yes, other	– please specify			
EVIDENCE OF PROS Australian citizen)*	PECTIVE S	TUDENT'S IMMIGR <i>A</i>	ATION STATU	S (to be completed	if this person is NOT an
Permanent resident	Complete pass	sport and visa details section	n below		
	Date of arrival	in Australia / /		Date enrolment appro	ved to:/
Student visa holder	EQI receipt nu	mber:			
Temporary visa holder		sport and visa details section	n below		
Other, please specify	Temporary vis	a holders must obtain an 'Ap	oproval to enrol in	a state school' from EQI	
Passport and visa details (to be NOTE: A permanent resident For prospective students arriv Australia' with 'stay indefinite	will have a pass _i ving in Australia	oort with a permanent reside as refugee or humanitarian e	ency visa inside wo	rded 'Holder(s) permitted	d to remain in Australia indefinitely'. card or 'Document to travel to
Passport number			Passport exp	iry date	1 1
Visa number			Visa expiry d	ate (if applicable)	1 1
Visa sub class					

	Emergency contact	Emergen	cy contact			
Name						
Relationship (e.g. aunt)						
1st phone contact number*	Work/home/mobile	Work/home/mobile				
2 nd phone contact number*	Work/home/mobile	Work/home/mobile				
3 rd phone contact number*	Work/home/mobile	Work/home/mobile				
PROCEETIVE STUE	DENT MEDICAL INFORMATION (Sectorist Sectorist	:>+				
Privacy Statement	DENT MEDICAL INFORMATION (including alle	rgies)"				
hours as well as during school prospective student's eligibile use and disclose the medical. It is essential that the school The school administration starts. Should the prospective stude	(DoE) is collecting this medical information in order to address of excursions, school camps, sports and other school activities ity for enrolment. The information will only be used by authori information in accordance with the confidentiality provisions it is advised before the prospective student's first day of attendiff must also be informed of any new medical conditions or a continued to take medication during school hours, an Individual cation Form will need to be completed each year and retained	s. DoE will not use this inform sed employees of the departs at Section 426 of the Education ance if the prospective stude change to medical conditions Health Plan, including Emerg	nation to make a decision about a ment and DoE will only record, on (General Provisions) Act 2006. The has any medical conditions. It is as soon as they are known.			
No known medical conditions						
Medical condition (including allergies/sensitivities), symptoms and management (please refer to the list of Medical Condition categories provided)						
Medical condition (including allergies/sensitivities), symptoms and management (please refer to the list of Medical Condition categories provided)						
Medical condition (including allergies/sensitivities), symptoms and management (please refer to the list of Medical Condition categories provided)						
Does the prospective student require any medical aids or devices (such as glasses, contact lenses, prosthetics or orthotics)? This is for the purpose of informing planning for school activities such as sport and school excursions.						
Name of prospective student's medical practitioner (optional)		Contact number of medical practitioner				
cases where an immediate bu	tact the prospective student's medical practitioner for the purp t non-life threatening response is required (for instance, wher orting event)? (answer only if medical practitioner details have be	the prospective student	Yes No			
Medicare card number (optional)		Position Number				
Cardholder name (if not in name of prospective student)						
Private health insurance company name (if covered) (optional)		Private health insurance membership number (leave blank if company name is not provided)				

COURT ORDERS*							
Out-of-Home Care Arrang	ements*						
Under the <i>Child Protection Act</i> 1999 Out-of-home care includes short or I house; and in residential care.							
Is the prospective student identified	as residing in o	ut-of-home care	?	Yes	No		
If yes, what are the dates of the court order? Please provide a copy of the court order and/or the Authority to Care.			Commencement	date			
and/or the Authority to care.				End date			
Contact details of the Child Safety O	fficer (if known)			Name			
				Phone number			
Family Court Orders*							
Are there any current orders made p the welfare, safety or parenting arra				Yes	No		
If yes, what are the dates of the court order? Please provide a copy of the court order.			Commencement	date			
				End date/ _/			
Other Court Orders*							
Are there any other current court or concerning the welfare, safety or part				Yes	No		
If yes, what are the dates of the cour	t order? Please	provide a copy	of the court order.	Commencement	date		
				End date			
TRAVEL DETAIL C							
TRAVEL DETAILS							
Made of transport to cabool	Walk	Car	Bus	Bicycle	Train		
Mode of transport to school	Other						
APPLICATION TO ENROL	*						
I hereby apply to enrol my child or mys	elf at					·	
I understand that supplying false or inchave supplied on this form is true and				of a decision to app	prove enrolment. I	believe that the information I	
	F	Parent/carer 1		Parent/carer 2		Prospective student	
Signature							
Date	,	1		1 1		1 1	
	<u> </u>	•		•			

Reset

Save

Print

Parental occupation groups for use with parent/carer details

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 degrees 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, education, law, social welfare, engineering, science, computing professional

Business [management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer]

Air/sea transport [aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller].

Group 2: Other business managers, arts/media/sportspeople 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, agency]

Arts/media/sports [musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof-reader, sportsperson, coach, trainer, sports official]

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

Health, education, law, social welfare, engineering, science, computing technician/associate professional

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: Tradespeople, clerks and skilled office, sales and service staff

Tradespeople generally have completed a four year trade certificate, usually by apprenticeship. All tradespeople 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, auctioneer, insurance agent/assessor/loss adjuster, market researcher]

Service [aged/disabled/refuge/childcare 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, kitchen hand, porter, housekeeper]

Office assistants, sales assistants and other assistants:

 $\textbf{Office} \ [\textbf{typist}, \textbf{word processing/data entry/business machine operator, receptionist, office assistant}]$

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/aide [trades' assistant, school/teacher 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, farmhand, 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].

Group 8: Have not been in paid work in the last 12 months

State Schools Standardised Medical Condition Category List

Acquired brain injury
Allergies/Sensitivities
Anaphylaxis
Airway/lung/breathing - Oxygen required (continuously/periodically)
Airway/lung/breathing - Suctioning
Airway/lung/breathing - Tracheostomy
Airway/lung/breathing - Other
Artificial feeding - Gastrostomy device (tube or button)
Artificial feeding - Nasogastric tube
Artificial feeding - Jejunostomy tube
Artificial feeding - Other
Asthma
Asthma – student self-administers medication
Attention-deficit /Hyperactivity disorder (ADHD)
Autism Spectrum Disorder (ASD)
Bladder and bowel - Urinary wetting, incontinence
Bladder and bowel - Faecal soiling, constipation, incontinence
Bladder and bowel - Catheterisation (continuous, clean intermittent)
Bladder and bowel - Stoma site, urostomy, Mitrofanoff, MACE, Chair
Bladder and bowel - Other
Blood disorders - Haemophilia
Blood disorders - Thalassaemia
Blood disorders - Other
Cancer/oncology
Coeliac disease
Cystic Fibrosis
Diabetes - type one
Diabetes - type two
Ear/hearing disorders - Otitis Media (middle ear infection)
Ear/hearing disorders - Hearing loss
Ear/hearing disorders - Other
Epilepsy - Seizure
Eye/vision disorders
Endocrine disorder - Adrenal hypoplasia, pituitary, thyroid
Heart/cardiac conditions - Heart valve disorders
Heart/cardiac conditions - Heart genetic malformations
Heart/cardiac conditions - other
Mental Health - Depression
Mental Health - Anxiety
Mental Health - Oppositional defiant disorder
Mental Health - Other
Muscle/bone/musculoskeletal disorders - spasticity (Baclofen Pump) Muscle/bone/musculoskeletal disorders - Other
Skin Disorders - eczema
Skin Disorders - psoriasis
Swallowing/dysphagia - requiring modified foods
Swallowing/dysphagia - requiring artificial feeding
Transfer & positioning difficulties
Travel/motion sickness
Other

State School Consent

Introduction to the State School Consent Form (attached) for Maroochydore State High School

This letter is to inform you about how we will use your child's personal information and student materials. It outlines:

- what information we record
- how we will use student materials created during your child's enrolment.

Examples of personal information which may be used and disclosed (subject to consent) include part of a person's name, image/photograph, voice/video recording or year level.

Your child's student materials:

- are created by your child whether as an individual or part of a team
- may identify each person who contributed to the creation
- may represent Indigenous knowledge or culture.

Purpose of the consent

It is the school's usual practice to take photographs or record images of students and occasionally to publish limited personal information and student materials for the purpose of celebrating student achievement and promoting the school and more broadly celebrating Queensland education.

To achieve this, the school may use newsletters, its website, traditional media, social media or other new media as listed in the 'Media Sources' section below.

The State School Consent Form may, at your discretion, provide consent for personal information and a license for the student materials to be published online or in other public forums. It also allows your child's personal information and student materials to be presented in part or alongside other students' achievements.

The school needs to receive consent in writing before it uses or discloses your child's personal information or student materials in a public forum. The attached form is a record of the consent provided.

It should be noted that in some instances the school may be required by the *Education (General Provisions) Act 2006* (Qld) or by law to record, use or disclose the student's personal information or materials without consent (e.g. assessment of student materials does not require further consent).

Voluntary

There will not be any negative repercussions for not completing the State School Consent Form or for giving limited consent. All students will continue to receive their education regardless of whether consent is given or not.

Consent may be limited or withdrawn

Consent may be limited or withdrawn at any time by you

If you wish to limit or withdraw consent please notify the school in writing (by email or letter). The school will confirm the receipt of your request via email if you provide an email address.

If in doubt, the school may treat a notice to limit consent as a comprehensive withdrawal of consent until the limit is clarified to the school's satisfaction.

Due to the nature of the internet and social media (which distributes and copies information), it may not be possible for all copies of information (including images of student materials) once published by consent, to be deleted or restricted from use.

The school may take down content that is under its direct control, however, published information and materials cannot be deleted and the school is under no obligation to communicate changes to consent with other entities/ third parties.



Media sources used

Following is a list of online and social media websites and traditional media sources where the school may publish your child's personal information or student materials subject to your consent.

- School website: www.maroochydoreshs.eq.edu.au
- Facebook:
- YouTube:
- Instagram:
- Twitter:
- LinkedIn:
- Other:
- Local newspaper
- School newsletter
- Traditional and online media, printed materials, digital platforms' promotional materials, presentations and displays.

The State School Consent Form does not extend to P&C run social media accounts or activities, or external organisations.

Duration

The consent applies for the period of enrolment or another period as stated in the State School Consent Form, or until you decide to limit or withdraw your consent.

During the school year there may be circumstances where the school or Department of Education may seek additional consent.

Who to contact

To return a consent, express a limited consent or withdraw consent please contact MSHS Enrolments Officer via email emp@maroochydoreshs.eq.edu.au.

A Deputy Principal via the Office should be contacted if you have any questions regarding consent.

State School Consent Form

•	Parent/carer to complete Mature/independent students may complete on their own behalf (if under 18 a witness is required).
(a)	Full name of individual:
(b)	Date of birth:
(c)	Name of school:
` '	Name to be used in association with the person's personal information and materials* (please select): Full Name First Name No Name Other Name *Please note, if no selection is made, only the Individual's first name will be used by the school. However, the school may choose not to use a student's name at its discretion.
Pl	ERSONAL INFORMATION AND MATERIALS COVERED BY THIS CONSENT FORM
(a)	Personal information that may identify the person in section 1:
	□Name (as indicated in section 1) □Image/photograph □School name
	□Recording (voices and/or video) □Year level
(b)	Materials created by the person in section 1:
	□Sound recording □Artistic work □Written work □Video or image
	□Software □Music score □Dramatic work
A	PPROVED PURPOSE
lf c	consent is given in section 6 of the form:
•	The personal information and materials (as detailed in section 2) may be recorded, used and/or disclosed (published) by the school, the Department of Education (DoE) and the Queensland Government for the following purposes:
	 Any activities engaged in during the ordinary course of the provision of education (including assessment), or other purposes associated with the operation and management of the school or DoE including to publicly celebrate success, advertising, public relations, marketing, promotional materials, presentations, competitions and displays.
	 Promoting the success of the person in section 1, including their academic, sporting or cultural achievements.
	 Any other activities identified in section 4(b) below.
•	The personal information and materials (as detailed in section 2) may be disclosed (published) for the above purposes in the following:
	- the school's newsletter and/or website;
	 social media accounts, other internet sites, traditional media and other sources identified in the 'Media Sources' section of the explanatory letter (attached);
	- year books/annuals;
	- promotional/advertising materials; and
	 presentations and displays.
) TI	MEFRAME FOR CONSENT
Sc	chool representative to complete.
(a) (b)	Timeframe of consent: duration of enrolment. Further identified activities not listed in the form and letter for the above timeframe:
LI	MITATION OF CONSENT
	e Individual and/or parent wishes to limit consent in the following way:



6 CONSENT AND AGREEMENT

CONSENTER - I am (tick the applicable box):			
parent/carer of the identified person in section 1			
the identified person in section 1 (if a mature/independent student or employee including volunteers) recognised representative for the Indigenous knowledge or culture expressed by the materials			
I have read the explanatory letter, or it has been read to me. I have had the opportunity to ask questions about it and any questions that I have asked have been answered to my satisfaction. By signing below, I consent to the school recording, using and/or disclosing (publishing) the personal information and materials identified in section 2 for the purposes detailed in section 3.			
By signing below, I also agree that this State School Consent form is binding. For the benefit of having the materials (detailed in section 2) promoted as DoE may determine, I grant a licence for such materials for this purpose. I acknowledge I remain responsible to promptly notify the school of any third party intellectual property incorporated into the licensed materials. I accept that attribution of the identified person in section 1 as an author or performer of the icensed materials may not occur. I accept that the materials licensed may be blended with other materials and the icensed materials may not be reproduced in their entirety.			
Print name of student			
Print name of consenter			
Signature or mark of consenter			
Date			
Signature or mark of student (if applicable)			
Date			
SPECIAL CIRCUMSTANCES			
If the form is required to be read out (whether in English or in an alternative language or dialect) to a parent/carer or Individual student; or when the consenter is an independent student and under 18 the section below must be completed.			
► WITNESS – for consent from an independent student or where the explanatory letter and State School Consent Form were read			
I have witnessed the signature of an independent student, or the accurate reading of the explanatory letter and the State School Consent Form was completed in accordance with the instruction of the potential consenter. The individual has had the opportunity to ask questions. I confirm that the individual has given consent freely and I understand the person understood the implications.			
Print name of witness			
Signature of witness			
Date			
▶ Statement by the person taking consent – when it is read			
I have accurately read out the explanatory letter and State School Consent Form to the potential consenter, and to the best of my ability made sure that the person understands that the following will be done: 1. the identified materials will be used in accordance with the State School Consent Form 2. reference to the identified person will be in the manner consented			
in accordance with procedures DoE will cease using the identified materials from the date DoE receives a written withdrawal of consent.			
I confirm that the person was given an opportunity to ask questions about the explanatory letter and State School Consent Form, and all the questions asked by the consenter have been answered correctly and to the best of my ability. I confirm that the individual has not been coerced into giving consent, and the consent has been given freely and voluntarily.			
A copy of the explanatory letter has been provided to the consenter.			
Print name and role of person taking the consent			
Signature of person taking the consent			
Date			
Privacy Notice			

The Department of Education (DoE) is collecting your personal information on this form in order to obtain consent for the use and disclosure of the student's personal information. The information will be used and disclosed by authorised school employees for the purposes outlined on the form. Student personal information collected on this form may also be used or disclosed to third parties where authorised or required by law. This information will be stored securely. If you wish to access or correct any of the personal student information on this form or discuss how it has been dealt with, please contact your student's school in the first instance.

Queensland Government



STRIVE AND SERVE

Student Resource Scheme - Participation Agreement Form

The Student Resource Scheme

The Student Resource Scheme (SRS) is a user-charging scheme operated by schools to provide parents with a mechanism to access individual student resources that are not funded by the government.

Government funding for schools does not extend to individual student resources and equipment for their personal use or consumption. Supply of these items, such as textbooks and personal laptops/iPads, is the responsibility of the parent.

The objective of the scheme is to provide parents a convenient and cost-effective alternative to individual supply of resources for their students. Participation in the SRS is optional, and no obligation is placed on a parent to participate.

Terms and conditions for participating in the scheme are provided on the reverse side of the form. Information is also provided on the Textbook and Resource Allowance (TRA) where applicable.

This Participation Agreement Form applies for the duration of a student's enrolment at the school, however parents who are participating in the scheme can choose to opt out from the SRS in future years by completing a new Participation Agreement Form. Any new Participation Agreement Form submitted annually and received by the school will supersede the previous form lodged.

Parents pay the annual participation fee in accordance with the selected payment arrangement. If a student joins the school mid-year, a pro-rata participation fee may apply.

Parents not participating in the scheme must provide their student with all items that would otherwise be provided by the scheme as detailed in the information provided by the school. Parents can choose to join the SRS in future years by completing a new Participation Agreement Form.

To assist schools in managing and administering the scheme, parents are requested to complete the Participation section of this form and return it to the school.

If parents have not completed and returned the form before the due date indicated by the school in the SRS Annual Parent Information documents, the school will take the view that the parent does not wish to participate.

Payment

Participation

On agreeing to participate in the SRS, a parent agrees to pay the participation fee as advised and invoiced by the school. For families experiencing financial hardship, please contact the school as soon as possible to discuss options available.

YES	I wish to participate in the Student Resource Scheme. I have read and understand the Terms and Conditions of the scheme (see reverse) and agree to abide by them and to pay the annual participation fee in accordance with the selected payment arrangement. I understand that I can opt out of participation in the SRS in any year by completing a new Participation Agreement Form.
NO	I have read the terms and conditions and I do not wish to participate in the Student Resource Scheme. I understand I must provide my child with all items that would otherwise be provided by the SRS as detailed in the information provided by the school. I understand that I can choose to join the SRS in future years by completing a new Participation Agreement Form.

School Name	Maroochydore State High School	
Form Return Date		
Student Name		
Year Level		
Parent Name		
Parent Signature		
Date		

Privacy Statement

The Department of Education collects the information you complete on the Participation Agreement Form in order to administer the Student Resource Scheme (SRS). The information will only be accessed by school employees administering the SRS. However, if required, some of this information may be shared with departmental employees for the purpose of



Terms and Conditions

Definition

 Reference to a "parent" is in accordance with the definition in the Education (General Provisions) Act 2006 and refers equally to an independent student.

Purpose of the SRS

- In accordance with the Act, the cost of providing instruction, administration and facilities for the education of students enrolled at state schools who are Australian citizens or permanent residents, or children of Australian citizens or permanent residents, is met by the State.
- Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
- The SRS enables a parent to enter into an agreement with the school to provide the resources as advised by the school for a specified annual participation fee.

Participation in the SRS

- Participation in the SRS is optional and parents are under no obligation to participate.
- The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
- Parents indicate whether or not they wish to participate in the SRS by completing this Participation Agreement Form.
- 8. Parents must complete and sign the Participation Agreement Form and return it to the school by the advertised date.
- This agreement is for the duration of the student's enrolment at the school, unless a new Participation Agreement Form is completed.
- 10. Parents are given the option annually to choose whether to participate in the SRS or not by completing this form.
- 11. Where a parent signs up to participate in the SRS they are agreeing to pay the annual participation fee for the items provided by the SRS.
- 12. Payment of the participation fee implies acceptance of the SRS including the Terms and Conditions irrespective of whether or not the signed form has been returned.
- 13. Where a student starts at the school during the school year, the parent may be entitled to pay a pro-rata participation fee to participate based on a 40-week school year.
- 14. Where a participation fee has been paid and a student leaves the school during the year, the school must determine if the parent is eligible for a pro-rata refund. This will also take into account any pro-rata of the Textbook and Resource Allowance (TRA) (see Additional Information regarding TRA eligibility) and any outstanding SRS debts (including any debts from damaged or non-returned items). Where the cost of outstanding debts is higher than the calculated refund, the parent is liable to pay this balance of funds.

Non-Participation in the SRS

- 15. Parents who choose not to participate in the SRS are responsible for providing their student with all items that would otherwise be provided by the SRS to enable their student to engage with the curriculum.
- 16. The school will provide non-participating parents with a list of resources the parents are required to supply for their child.
- All items included in the SRS must be able to be independently sourced, purchased and supplied by parents who choose not to participate in the SRS.
- 18. As the SRS operates for the benefit of participating parents and is funded from participation fees, SRS resources will not be issued to students whose parents choose not to participate in the SRS.

The Resources

- 19. SRS funds received by the school will only be expended on student resources outlined in the school's SRS and will not be expended on other items or used to raise funds for other purposes.
- 20. In return for payment of the participation fee, the SRS will provide the participating student with the entire package of resources for the specified participation fee. It is not available in parts unless specifically provided for by the school in the fee structure.
- 21. The resources, as determined and advised by the school may be:
 - retained by the student and used at their discretion; or
 - used/consumed by the student in the classroom; or

- hired to the student for their personal use for a specified period of time.
- 22. All SRS resources hired to a student for their temporary use remain the property of the school. The resources must be returned by the agreed date or if the student leaves the school.
- Parents are responsible for ensuring that any hired SRS resources provided for their child's temporary use are kept in good condition.
- 24. The school administration office must be notified immediately of the loss or damage to any hired item.
- 25. Where a hired item is lost, not returned, or damaged, parents will be responsible for payment to the school of the value of the item or its repair.
- 26. The replacement cost of any resource may be up to the maximum value (subject to depreciation where appropriate) of the acquisition cost to the school.
- 27. Parents may be responsible for supplying their child with other resources not specified in the SRS as advised by the school.

Payment Arrangements

- Payment of the participation fee may be made in whole, as per a nominated payment plan, or for another amount as approved by a Principal.
- 29. Payment of the participation fee must be made as per the payment methods nominated by the school.
- 30. Any concessions relating to the participation fee will be at the discretion of the Principal.

Debt Management

- 31. Payment of the participation fee is a requirement for continued participation in the SRS.
- 32. Non-payment of the participation fee by designated payment date(s) may result in debt recovery action in accordance with the Department's Debt Management Procedure http://ppr.qed.qld.gov.au/corp/finance/accounts/Pages/Debt-Management.aspx.

Parents' Experiencing Financial Hardship

- 33. Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
- 34. Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
- 35. The onus of proof of financial hardship is on the parent.
- 36. The school may require annual proof of continuing financial hardship.
- 37. All discussions will be held in the strictest confidence.

Additional Information

Textbook and Resource Allowance (TRA)

- The Queensland Government provides financial assistance to parents of students in Years 7 to 12, to offset the costs of textbooks and other resources. Assistance is provided in the form of a TRA which is paid through the school. Refer to the department's website for current TRA rates https://education.qld.gov.au/about-us/budgets-funding-grants/grants/parents-and-students/textbook-resource-allowance.
- The TRA is used to offset the fees associated with participation in the SRS.
- Parents not participating in the SRS will receive the TRA directly from the school.
- Parents not participating in the SRS should contact the school directly if they do not automatically receive the payment.



School Motto

Excellence in Education for All

School Values

Strive, Serve, Succeed, Shine

School Vision

We strive to achieve excellent outcomes for all learners by:

- · Empowering high performance
- · Fostering positive relationships
- · Collaboratively nurturing well-being.

Our Values

Learning:

I will make the most of every learning opportunity and allow others to do the same.

Respect:

I will respect myself, all others, the school community, environment and facilities.

Safety:

I will act safely and be accountable for my actions.



STATE HIGH SCHOOL

STRIVE AND SERVE