



Previous Enrolment History

Has this student or any siblings previously been enrolled at Tamborine Mountain State High School?

Yes No

If yes, please provide:

Name of student: _____

Approximate exit date: _____

Supporting Documents to submit with application

- 2 x Previous Report Cards

Consent

I give permission for Tamborine Mountain SHS to contact the student's previous school for information regarding attendance and behaviour:

Yes No

Declaration

Parent/Caregiver Name: _____

Signature: _____

Date: _____

Submission Instructions

Please return this completed form to: enrolments@tamborinemtshs.eq.edu.au

Decisions on Enrolment

The Principal is responsible for all decisions on enrolments. Where a Principal forms a preliminary view that an application will not succeed, parents will be notified in writing. Parents may respond to the Principal's preliminary view by making a submission to the Principal, no later than seven school days after receiving the preliminary view letter. If no submission is received, the Principal's preliminary view will be treated as the final decision and no further notice will be provided. If a submission is received, the Principal will consider the submission and make a final decision. A final decision notice will be provided to the applicant as soon as is practicable. There is no internal review of the Principal's decision.

Notification of Outcome

Applicants will be notified by email.



Enrolment Application



**TAMBORINE
MOUNTAIN**
STATE HIGH SCHOOL



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School Contact

Enrolments Officer

Email: enrolment@tamborinemtnshs.eq.edu.au
 Phone: 07 5545 7222
 Address: 67-87 Holt Road, Tamborine Mountain 4272

How to Submit Your Enrolment Pack

Option 1: Submit Paper Copies

Paper applications can be returned to the Administration Office at Tamborine Mountain State High School during standard office hours (8:00am - 4:00pm).

Option 2: Submit by Email

Email your documents to: enrolment@tamborinemountainshs.eq.edu.au
 Important: Attach documents directly to the email. Do not send files via Google Drive, iCloud, or non-EQ OneDrive links, as these cannot be opened on Education Queensland devices.

Option 3: Submit by Post

Enrolments Officer
 Tamborine Mountain State High School
 67-87 Holt Road
 Tamborine Mountain QLD 4272

Enrolment Application Conditions

Applications will only be processed with the following Supporting Documents:

- Birth certificate or Passport and Visa documentation (non-Australian citizen)
- Last 2 semester School Reports
- Any student related Legal/Court/Family Orders if applicable
- Action Plan is required for any Medical Conditions
- Proof of Residency

Proof of residency requirements

Parents or legal guardians who wish to enrol their child at the school are required to demonstrate that the student's principal place of residence is within the catchment area. Current proof of residency at the address indicated can be provided as follows:

- One primary source – a current lease agreement, rates notice, or unconditional contract of sale, and
- One secondary source – a utility bill (e.g., electricity, gas) showing this same address and parent's/legal guardian's name

If the Principal is not satisfied that the documentation provided by an applicant adequately demonstrates that the address stated is the student's principal place of residence, then the Principal may request further sources of proof of residency.

Examples may include (but are not limited to):

- Additional utility bills (e.g. water bill) or a series of bills at for the same address over a sequential period to demonstrate continued/ongoing residency
- Electoral Roll verification letter
- Mobile phone statement (with current address details)
- Statutory Declaration
- Driver's licence (with current address details)
- Bank statement (showing current address details; financial details are not required)
- Tax Assessment Notice (financial details are not required)
- Documents demonstrating recent change of address/re-location to within the school's catchment area (e.g.proof of sale or termination of lease for the previous principal place of residence in a different catchment).

In addition to the documents listed above, students living with a relative/other person within catchment must provide the following:

- Properly sworn Statutory Declaration from the student's parent/legal guardian; and
- Properly sworn Statutory Declaration from the person/s the student will be residing with in-catchment. The Principal may also request additional pieces of proof of residency and interview/s with all parties to discuss the living arrangement.

Enrolment Agreement – Tamborine Mountain 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 Tamborine Mountain State High School.

Responsibility of student to:

- 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
- act at all times with respect and show tolerance towards other students and staff
- work hard and comply with requests or directions from the teacher and principal
- abide by school rules/expectations as outlined in the Student Code of Conduct, including not bringing items to school which could be considered as weapons (e.g. dangerous items such as knives)
- meet homework requirements and wear school's uniform (if applicable)
- respect the school property.

Responsibility of parents/carers 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/carers
- 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
- 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
- teach effectively and to set high standards in work and behaviour

- 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
- advise parents and carers of extra-curricular activities operating at the school in which their child may become involved (for example Program of Chaplaincy Services, sports programs)
- set, mark and monitor homework regularly in keeping with the school's homework policy
- contact parents and carers as soon as possible if the school is concerned about the child's school work, behaviour, attendance or punctuality
- notify parents/carers of an unexplained absence of their child as soon as practicable on the day of the student's absence (allowing time for parents/carers to respond prior to the end of the school day)
- deal with complaints in an open, fair and transparent manner in accordance with [departmental policy](#)
- treat students and parents/carers with respect.

I accept I have rules and regulations of Tamborine Mountain State High School as stated in the policies that are provided on our school website:

- Code of conduct for school bus travel
- Homework policy
- Junior Assessment
- Policy Making a complaint
- Managing student absences and enforcing enrolment and attendance at state schools
- Sun Safety Policy
- Senior assessment policy
- Student Code of Conduct 2024-2027
- Uniform policy
- Refund Policy

full policies can be found on the website - <https://tamborinemtshs.eq.edu.au/our-school/rules-and-policies>

I acknowledge:

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

Student Signature: _____ Date : _____

Parent/Carer Signature: _____ Date : _____

On behalf of Tamborine Mountain State High School: _____

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. Completion and submission of this application form to the school does not confirm enrolment. The school will notify you of the outcome of your application as soon as practicable.

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. These questions and your 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 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* (Qld) (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, gender 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.

PROSPECTIVE STUDENT DEMOGRAPHIC DETAILS

Legal family name* (as per birth certificate)			
Legal given names* (as per birth certificate)			
Preferred family name		Preferred given names	
Gender*	<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of birth*	____ / ____ / ____
Copy of birth certificate available to show school staff*	<input type="checkbox"/> Yes <input type="checkbox"/> No	<p>Enrolment may not be approved without enrolling staff sighting the prospective student's birth certificate. An alternative to birth certificate will be considered where it is not possible to obtain a birth certificate (e.g. prospective student born in country without birth registration system. Passport or visa documents will suffice). This does not include failure to register a birth or reluctance to order a birth certificate.</p> <p>The requirement to sight the birth certificate does not apply where the prospective student has been previously enrolled in a state school and a birth certificate has been sighted.</p> <p>For international students approved for enrolment by EQI, a passport or visa will be acceptable.</p>	
For prospective mature age students, proof of identity supplied and copied*	<input type="checkbox"/> Yes <input type="checkbox"/> No	<p>Prospective mature age students must provide photographic identification which proves their identity:</p> <ul style="list-style-type: none"> • current driver's licence; or • adult proof of age card; or • current passport. 	

APPLICATION DETAILS				
Has the prospective student ever attended a Queensland state school?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, provide name of school and approximate date of enrolment.		
What year level is the prospective student seeking to enrol in?		Please provide the appropriate year level.		
Proposed start date	____ / ____ / ____	Please provide the proposed starting date for the prospective student at this school.		
Does the prospective student have a sibling attending this school or any other Queensland state school?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, provide name of sibling, year level, date of birth, and school	Name:	
			Year Level	
			Date of birth	____ / ____ / ____
			School	

INDIGENOUS STATUS	
Is the prospective student of Aboriginal or Torres Strait Islander origin?	<input type="checkbox"/> No <input type="checkbox"/> Aboriginal <input type="checkbox"/> Torres Strait Islander <input type="checkbox"/> Both Aboriginal and Torres Strait Islander

FAMILY DETAILS		
Parents/carers	Parent/carer 1	Parent/carer 2
Family name*		
Given names*		
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Relationship to prospective student*		
Is the parent/carer an emergency contact?*	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
1 st 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		
Occupation		
What is the occupation group of the parent/carer?	<input type="checkbox"/> (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')	<input type="checkbox"/> (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')
Employer name		
Country of birth		
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 often)	<input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other – please specify _____	<input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other – please specify _____
Needs interpreter?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the parent/carer an Australian citizen?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the parent/carer a permanent resident of Australia?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

FAMILY DETAILS (continued)					
Parents/carers	Parent/carer 1			Parent/carer 2	
Address line 1					
Address line 2					
Suburb/town					
State		Postcode			Postcode
Mailing address (if it is the same 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 <i>highest</i> year of schooling parent/carer 1 has completed? (For people who have never attended school, mark 'Year 9 or equivalent or below')			What is the <i>highest</i> year of schooling 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	<input type="checkbox"/>			<input type="checkbox"/>	
Year 10 or equivalent	<input type="checkbox"/>			<input type="checkbox"/>	
Year 11 or equivalent	<input type="checkbox"/>			<input type="checkbox"/>	
Year 12 or equivalent	<input type="checkbox"/>			<input type="checkbox"/>	
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)	<input type="checkbox"/>			<input type="checkbox"/>	
Advanced Diploma/Diploma	<input type="checkbox"/>			<input type="checkbox"/>	
Bachelor degree or above	<input type="checkbox"/>			<input type="checkbox"/>	
No non-school qualification	<input type="checkbox"/>			<input type="checkbox"/>	

COUNTRY OF BIRTH*	
In which country was the prospective student born?	<input type="checkbox"/> Australia <input type="checkbox"/> Other (please specify country) _____ Date of arrival in Australia ____ / ____ / ____
Is the prospective student an Australian citizen?	<input type="checkbox"/> Yes <input type="checkbox"/> No (if no, evidence of the prospective student's immigration status to be completed)

PROSPECTIVE STUDENT LANGUAGE DETAILS	
Does the prospective student speak a language other than English at home?	<input type="checkbox"/> No, English only <input type="checkbox"/> Yes, other – please specify _____

EVIDENCE OF PROSPECTIVE STUDENT'S IMMIGRATION STATUS (to be completed if this person is NOT an Australian citizen)*	
<input type="checkbox"/> Permanent resident	Complete passport and visa details section below
<input type="checkbox"/> Student visa holder	Date of arrival in Australia ____ / ____ / ____ Date enrolment approved to: ____ / ____ / ____
	EQI receipt number: _____
<input type="checkbox"/> Temporary visa holder	Complete passport and visa details section below. Temporary visa holders must obtain an 'Approval to enrol in a state school' from EQI
<input type="checkbox"/> Other, please specify _____	

EVIDENCE OF PROSPECTIVE STUDENT'S IMMIGRATION STATUS* (continued)

Passport and visa details (to be completed for a prospective student who is NOT an Australian citizen).

NOTE: A permanent resident will have a visa grant notification with an indefinite stay period indicated.

For prospective students arriving in Australia as refugee or humanitarian entrants, either PLO 56 Immigration issued card or 'Document to travel to Australia' with 'stay indefinite' recorded must be sighted by the school.

Passport number		Passport expiry date	____ / ____ / ____
Visa number		Visa expiry date (if applicable)	____ / ____ / ____
Visa sub class			

PROSPECTIVE STUDENT'S PREVIOUS EDUCATION / ACTIVITY

Where does the prospective student come from?	<input type="checkbox"/> Queensland <input type="checkbox"/> interstate <input type="checkbox"/> overseas
Previous education/activity	<input type="checkbox"/> Kindergarten <input type="checkbox"/> School <input type="checkbox"/> VET <input type="checkbox"/> Home education <input type="checkbox"/> Full-time employment <input type="checkbox"/> Part-time employment <input type="checkbox"/> Other
Please provide name and address of education provider/activity provider/employer	

RELIGIOUS INSTRUCTION*

<p>From Year 1, the prospective student may participate in religious instruction if it is available.</p> <p>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.</p> <p>Parents/carers may change these arrangements at any time by notifying the principal in writing.</p>	<p>Do you want the prospective student to participate in religious instruction?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No
	<p>If 'Yes', please nominate the religion:</p>

PROSPECTIVE STUDENT ADDRESS DETAILS*

Principal place of residence address			
Address line 1			
Address line 2			
Suburb/town	State	Postcode	
Mailing address (if it is the same as principal place of residence, write 'AS ABOVE')			
Address line 1			
Address line 2			
Suburb/town	State	Postcode	
Email			

EMERGENCY CONTACT DETAILS (Other emergency contact details if parents/carers listed previously are not emergency contacts or cannot be contacted. At least one emergency contact must be provided)*

	Emergency contact	Emergency contact
Name		
Relationship (e.g. aunt)		
1 st 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

PROSPECTIVE STUDENT MEDICAL INFORMATION (including allergies)***Privacy Statement**

The Department of Education (DoE) is collecting this medical information in order to address the medical needs of students during school hours as well as during school excursions, school camps, sports and other school activities. DoE will not use this information to make a decision about a prospective student's eligibility for enrolment. The information will only be used by authorised employees of the department and DoE will only record, use and disclose the medical information in accordance with the confidentiality provisions at Section 426 of the Education (General Provisions) Act 2006.

It is essential that the school is advised before the prospective student's first day of attendance if the prospective student has any medical conditions. The school administration staff must also be informed of any new medical conditions or a change to medical conditions as soon as they are known.

Should the prospective student need to take routine medication during school hours, the *Parent consent to administer medication at school* form must be completed before school staff can administer medication. All medication must be provided in the original container with a pharmacy label providing clear instructions for administration. For emergency medication the school will also require a doctor's letter containing detailed instructions and or a signed Action Plan / Emergency Health Plan. Parent consent and health plans must be reviewed annually. All original documentation will be retained at the office and copies of Action or Emergency Health Plans kept with the student.

No known medical conditions	<input type="checkbox"/>		
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.	<input type="checkbox"/> No <input type="checkbox"/> Yes, please specify		
Name of prospective student's medical practitioner (optional)		Contact number of medical practitioner	
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)	
I authorise school staff to contact the prospective student's medical practitioner for the purposes of seeking advice in cases where an immediate but non-life threatening response is required (for instance, when the prospective student may be on an excursion or sporting event), and to provide Medicare card details if required? (answer only if medical practitioner and Medicare card details have been provided above)			<input type="checkbox"/> Yes <input type="checkbox"/> No

COURT ORDERS***Out-of-Home Care Arrangements***

Under the *Child Protection Act 1999*, when a Child Protection Order is approved by the Children's Court, the child is placed in out-of-home care (OOHC). Out-of-home care includes short or long term placement with an approved kinship or foster carer; in a supported independent living arrangement; in a safe house; and in residential care.

Is the prospective student identified as residing in out-of-home care?	<input type="checkbox"/> Yes <input type="checkbox"/> 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	____/____/____
	End date	____/____/____
Contact details of the Child Safety Officer (if known)	Name	
	Phone number	

Uncontrolled copy. Refer to the Department of Education Policy and Procedure Register at <https://ppr.qed.qld.gov.au/pp/enrolment-in-state-primary-secondary-and-special-schools-procedure> to ensure you have the most current version of this document

COURT ORDERS* (continued)		
Family Court Orders*		
Are there any current orders made pursuant to the <i>Family Law Act 1975</i> concerning the welfare, safety or parenting arrangements of the prospective student?	<input type="checkbox"/> Yes <input type="checkbox"/> 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 orders, such as a domestic violence order, concerning the welfare, safety or parenting arrangements of the prospective student?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, what are the dates of the court order? Please provide a copy of the court order.	Commencement date	___ / ___ / ___
	End date	___ / ___ / ___

APPLICATION TO ENROL*			
I hereby apply to enrol my child or myself at _____.			
I understand that supplying false or incorrect information on this form may lead to the reversal of a decision to approve enrolment. I believe that the information I have supplied on this form is true and correct in every particular, to the best of my knowledge.			
	Parent/carer 1	Parent/carer 2	Prospective student (if student is mature age or independent)
Signature			
Date	___ / ___ / ___	___ / ___ / ___	___ / ___ / ___

Office use only							
Enrolment decision		Has the prospective student been accepted for enrolment? <input type="checkbox"/> Yes <input type="checkbox"/> No (applicant advised in writing)					
		If no, indicate reason: <input type="checkbox"/> Does not meet School EMP or Enrolment Eligibility Plan requirements <input type="checkbox"/> Prospective student is mature age and school is not a mature age state school <input type="checkbox"/> Does not meet Prep age eligibility requirement <input type="checkbox"/> Prospective student is subject to suspension from a state school at the time of enrolment application <input type="checkbox"/> Does not meet requirements for enrolment in a state special school <input type="checkbox"/> Does not have an approved flexible arrangement with the school <input type="checkbox"/> School does not offer year level prospective student is seeking to be enrolled in <input type="checkbox"/> Prospective student has no remaining semester allocation of state education					
Date enrolment processed	___ / ___ / ___	Year level		Roll Class		EQ ID	
Independent student	<input type="checkbox"/> Yes <input type="checkbox"/> No			Birth certificate/passport sighted, number recorded and DOB confirmed		<input type="checkbox"/> Yes <input type="checkbox"/> No Number: _____	
Is the prospective student over 18 years of age at the time of enrolment?		<input type="checkbox"/> Yes <input type="checkbox"/> No					
If yes, is the prospective student exempt from the mature age student process?		<input type="checkbox"/> Yes <input type="checkbox"/> No					
If no, has the prospective mature age student consented to a criminal history check?		<input type="checkbox"/> Yes <input type="checkbox"/> No					
School house/team				EAL/D support		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> To be determined	
FTE		Associated unit		Visa and associated documents sighted		<input type="checkbox"/> Yes <input type="checkbox"/> No	
EQI category				SV – student visa TV – temporary visa DS – dependent – parent on student visa		EX – exchange student DE – distance education	

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/refugee/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:

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/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

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 8).

Entitlement to enrolment

Under the *Education (General Provisions) Act 2006 (Qld)* a state school must enrol a prospective student if they are entitled to enrolment. While not exhaustive, the following matters may affect a prospective student's entitlement to enrol in a state school:

- if the school has a School 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 prospective student is not of correct age for enrolment (relates to Preparatory Year and Years 1 to 6)
- the prospective student has been excluded, or is subject to suspension from a state school at the time of the application
- the school principal reasonably believes that the prospective student presents an unacceptable risk to the safety or wellbeing of members of the school community (application is referred to the Director-General)
- the school is a state special school and the prospective student does not meet the criteria for enrolment in a special school
- the proposed enrolment requires approval as part of a flexible arrangement under s.183 of the *Education (General Provisions) Act 2006 (Qld)*, 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 prospective student must obtain approval from the Chief Executive via Education Queensland International (EQI) to enrol)
- the school does not offer the year level that the prospective student should be enrolled in
- the prospective student has no remaining semester allocation of state education. Enrolment cannot proceed until additional semesters are applied for by the prospective student (or parent on their behalf) and granted.

Prospective student

A prospective student is a person who has applied to enrol at a state school but who has not yet been accepted for enrolment.

Parent's occupation and education

All parents across Australia, no matter which school their child attends, are 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.

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).

Gender

Information about gender is supplied to the Federal Government to comply with State funding agreements. The gender category with which a person identifies may not match the sex they were assigned at birth. There is no requirement for a student's gender recorded on this form to align with the sex shown on their birth certificate or passport.

Religious Instruction

Religious instruction is a program approved and provided by a religious denomination or religious society. Other instruction relates to part of a subject area that has been covered within the curriculum and may include, but is not limited to, personal research and/or assignments, revision of class work, and wider reading. Information about religious instruction available at the school, and about other instruction, is provided by the school at the time of enrolment and on the school's website.



Anti-Bullying Commitment

The Anti-Bullying Commitment provides a clear outline of the way our community at Tamborine Mountain State High School works together to establish a safe, supportive and disciplined school environment. This commitment is provided to all students and their parents/caregivers upon enrolment, and may be revisited with individual students if particular problems around bullying arise.

Tamborine Mountain State High School – Anti-Bullying Commitment

We agree to work together to improve the quality of relationships in our community at Tamborine Mountain State High School. It is through intentional consideration of our behaviour and communication that we can reduce the occurrence of bullying, and improve the quality of the schooling experience for everyone.

The agreed national definition for Australian schools describes bullying as:

- involving an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening;
- happening in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records);
- having immediate, medium and long-term effects on those involved, including bystanders. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.
- ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm.

PHYSICAL	VERBAL	SOCIAL	NON-VERBAL
<ul style="list-style-type: none"> • Invading personal space • Hitting/punching/choking/pinching • Taking and throwing property • Taking and hiding property • Borrowing property without permission • Tripping/kicking • Grabbing • Pushing/jostling • Unwelcome touching 	<ul style="list-style-type: none"> • Name calling • Threats • Abuse • Unwanted requests • Suggestive or unwanted comments • Obscene or vulgar language • Teasing/taunting • Intimidation • Creating/communicating rumours 	<ul style="list-style-type: none"> • Talking about others • Writing notes about others • Use of the internet, social media or e-mail to spread misinformation, and rumour or to threaten • Ignoring • Rejecting • Ostracising • Instilling fear • Isolating • Commenting negatively about family 	<ul style="list-style-type: none"> • Threatening body language • Hand or body gestures • Exclusion • Facial expressions • Glares/stares

We believe that no one deserves to be mistreated and that everyone regardless of race, colour, religion, immigration status, nationality, size, gender, popularity, athletic capability, academic outcomes, social ability, or intelligence has the right to feel safe, secure, and respected.

I agree to:

- Treat everyone with kindness and respect.
- Abide by the school's anti-bullying policies and procedures.
- Support individuals who have been bullied.
- Speak out against verbal, relational, physical bullying and cyber bullying.
- Notify a parent, teacher, or school administrator when bullying does occur.

Students Signature: _____

Parent/caregivers Signature: _____

Date: _____

Medical Details Form

Student's Name: _____ Year Level: _____

- My child does not have any known medical conditions.
- My child has the following known medical conditions:

Medical Condition 1:	
Medical Condition Category: <i>(Please use list of Medical Condition Categories provided)</i>	
Symptoms: <i>(Include specific medical condition name if known and any symptoms school should look for)</i>	
Management: <i>(Include any special instructions the school should follow with regard to this condition)</i>	
Medical Condition 2:	
Medical Condition Category: <i>(Please use list of Medical Condition Categories provided)</i>	
Symptoms: <i>(Include specific medical condition name if known and any symptoms school should look for)</i>	
Management: <i>(Include any special instructions the school should follow with regard to this condition)</i>	
Medical Condition 3:	
Medical Condition Category: <i>(Please use list of Medical Condition Categories provided)</i>	
Symptoms: <i>(Include specific medical condition name if known and any symptoms school should look for)</i>	
Management: <i>(Include any special instructions the school should follow with regard to this condition)</i>	

If your child has additional medical conditions please attach details.

Parent's Name: _____ Signature: _____

Additional Prospective Student Disability or Learning Difficulty Details

Privacy Statement – TMSHS collects additional information in line with the Medical Privacy Statement outlined in the application for student enrolment form.

Completion of this section is optional

Has the prospective student been diagnosed with any disability e.g. **Physical Impairment, Hearing Impairment, Vision Impairment, Speech and Language Impairment or Autism Spectrum Disorder?**

- No
- Yes, please specify the disability _____
- Student has a known, co-existing disorder - Yes, please specify _____

Has the prospective student been diagnosed with any learning difficulty e.g. **Dyslexia, Dysgraphia, Specified Learning Disorder?**

- No
- Yes, please specify the learning disorder _____

Is the prospective student seeing any **external agencies** to assist their learning or access to learning that you feel relevant to disclose e.g. **Occupational Therapist, Speech and Language Pathologist or Therapist, Educational Psychologist?**

- No
- Yes, please specify _____

Prospective student name: _____

Parent/Caregiver name: _____

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.

For further information please see the 'parents and carers' site for general information on [School fees and charges](#).

Payment

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.

Participation

- 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 and resources 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	
Form Return Date	
Student Name	
Year Level	
Parent Name	
Parent Signature	
Date	

Privacy Statement

The Department of Education (the department) is collecting the personal information you provide in this form (including student name, school name, parent name and parent signature) for the purpose of administering the Student Resource Scheme (SRS). If you do not provide the personal information requested, we will not be able to confirm whether you have agreed or disagreed to your child participating in the SRS. In such cases, the department will deem that you do not wish for your child to participate in the SRS. The personal information collected may be shared with authorised departmental employees for the purposes of SRS administration and debt management. The personal information collected will be managed in accordance with the *Information Privacy Act 2009* and will not be used or disclosed for another purpose without your consent, or unless authorised or required by law. Information about how individuals can access and amend their personal information held by the department, together with information about how individuals can make a privacy complaint is available at <https://qed.qld.gov.au/privacy/>.



Terms and Conditions

Definition

1. 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

2. 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.
3. Parents are directly responsible for providing textbooks and other personal resources for their children while attending school.
4. The SRS enables a parent to enter into an agreement with the school to provide the resources required for their child to engage with the curriculum for a specified annual participation fee.

Participation in the SRS

5. Participation in the SRS is optional and parents are under no obligation to participate.
6. The school will provide parents with a list of resources supplied by the SRS to enable parents to assess the cost effectiveness of participation.
7. 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.
9. 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.
17. 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.
23. 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

28. 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.
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 <https://ppr.qed.qld.gov.au/pp/debt-management-procedure>

Parents' Experiencing Financial Hardship

32. Parents experiencing financial hardship who are currently participating in or wish to participate in the SRS should contact the school to discuss options.
33. Principals may vary payment options, negotiate alternative arrangements and/or waive all or part of the participation fee for parents experiencing financial hardship.
34. The onus of proof of financial hardship is on the parent.
35. The school may require annual proof of continuing financial hardship.
36. 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 as either a credit to the student's account or as a direct payment from the school.
- Parents not participating in the SRS should contact the school directly if they do not automatically receive the payment.

Introduction to the State School Consent Form (attached) for Tamborine Mountain 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 licence 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.tamborinemtnshs.eq.edu.au
- Facebook: <https://www.facebook.com/TamborineMountSHS/>
- Other: School Magazine
- 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 Tamborine Mountain State High School, 67-87 Holt Road, Tamborine Mountain - 55457222.

The Administration Office should be contacted if you have any questions regarding consent.

State School Consent Form

1 IDENTIFY THE PERSON TO WHOM THE CONSENT RELATES

- 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:

(d) 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.

** For school photos Full Name will be used unless a limitation is given in Section 5 below.

2 PERSONAL 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

3 APPROVED PURPOSE

If 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 and school photographs;
 - promotional/advertising materials; and
 - presentations and displays.

4 TIMEFRAME FOR CONSENT

School representative to complete.

- (a) Timeframe of consent: duration of enrolment.
(b) Further identified activities not listed in the form and letter for the above timeframe: 2 Years

5 LIMITATION OF CONSENT

The 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 licensed materials may not occur. I accept that the materials licensed may be blended with other materials and the licensed 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
3. 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.



SMART Classrooms

Student Laptop Charter and agreements

The Student Laptop Charter agreement form must be signed and returned to the school before the device is issued. The student and parent or caregiver must carefully read this charter before signing it. Any questions should be addressed to the school and clarification obtained before the charter is signed.

In signing the forms that follow, I acknowledge that I:

- accept all policies and guidelines as per the Student Code of Conduct
- understand my responsibilities regarding the use of the device and the internet
- acknowledge that I understand and agree with all of the conditions detailed in the Student Laptop Charter
- understand that failure to comply with the Student Laptop Charter could result in recall of the device and/or loss of access for home use
- agree to contribute the annual financial contribution component for my child to access the take-home component of the Tamborine Mountain State High School Laptop Learning program
- acknowledge that I understand the insurance scheme has an excess on claims

After reviewing and understanding the responsibilities outlined in the *Acceptable computer and internet use* section in the *Charter* and the other relevant documents, please complete all the relevant sections of the forms below.

Note that the full version of the Student Laptop Charter and agreement (as well as all the other documents relating to the 1 to 1 Take Home Laptop Program) can be downloaded from the TMSHS school website.

Student's name (print)	Signature of student	Date

Parent/caregiver's name	Signature of parent/caregiver	Date

Designated school representative's name	Signature of school representative	Date

Student Laptop Charter agreement

Elevated access

Devices may have elevated permissions which would provide the ability to complete tasks such as installing home items including home printers, cameras and/or licensed software. This access may allow further permissions above and beyond those available on other MOE-built workstations and devices. Students should not misuse these privileges. The misuse of this access may result in disciplinary action which includes, but is not limited to, the withdrawal of access to services.

The school will manage the provision of elevated access and a parent/caregiver must approve the provision

Web content filtering levels at school

To help keep students safe when using the DoE network or a home internet connection, the department imposes a 'high' level of internet access filtering. A 'high' level of filtering provides a greater level of restriction and therefore greater level of protection. Sites that are blocked under a high level of internet access include:

- social networking sites such as Facebook
- open/Mixed Content such as YouTube
- language translation sites
- internet telephony sites such as Skype
- alternative sexuality/lifestyles
- intimate apparel/swimsuit.

Choosing a different web content filtering level

In partnership with schools, parents/caregivers can choose to allow their child 'medium' level filtering when not connected to the DoE network.

The medium level filter provides a more relaxed level of protection for students. Students are able to access all of the types of sites listed above.

Parents/caregivers should contact the school to request a medium level of web filtering.

The "medium" level of web content filtering only applies when the device is used at home on a private (not school supplied) Internet connection.

Filtering systems are not fool-proof and do not replace the need for parental supervision when students are on-line. Parents and students are encouraged to visit the Australian Communications and Media Authority's website Cybersmart - www.cybersmart.gov.au - for resources and practical advice to help young people safely enjoy the on-line world.

I agree to the provision of Internet filtering at the level of (tick one)

- medium** (access to social media sites, etc.) with the assignment of the device
- high** (blocked social media sites, including YouTube) with the assignment of the device

Dear Parent/Caregiver

As part of some curricular, students will be required to participate in practical lessons that underpin the compatible theory component of the course.

Risk and Permission

A number of these learning processes have been designated by the Department of Education State Schools to have a potential risk of injury associated with their undertaking. Due to the risks associated with these activities additional parent permission is required before the student is permitted to undertake such studies or to use the relevant resources.

Students may be involved in practical work for several lessons each week. Rather than obtain parental permission for each and every practical lesson, the school is seeking your permission for your child to participate in any and all practical lessons required for the duration of their enrolment at Tamborine Mountain State High School.

The risks as detailed over-page are spread across year levels. Not all risks listed will be evident in every lesson. The level of risk will be dependent upon the specific activity being undertaken. Staff instructing these activities have experience and expertise in undertaking the activity and have knowledge of the risks and hazards. They are versed in the processes of risk management. Student safety is the paramount objective. Students will be provided with opportunity to demonstrate competency and an appropriate level of maturity in the study of these subjects. Students who do not demonstrate maturity and safe operating procedures will be restricted in their use and participation.

Personal Protective Equipment

Practical lessons also require students to wear personal protective equipment. This may involve wearing gloves, goggles, impervious shoes, hair nets, aprons and the like. Such equipment requirements are mandated under the Workplace Health and Safety Act and Regulations and implemented through school policies.

Personal protective equipment except shoes will be supplied by the school. Some students have sensitivities or conditions that may be irritated by the wearing of such equipment. Please advise if you are aware of any such condition affecting your child.

Allergies

Some lessons may involve exposure to food substances or chemicals. It is important that the school has current information regarding a student's allergies. Please indicate on the attached "Curriculum Activity Consent Form – Parent" any specific allergies.

Insurance

Please note that the Department of Education State Schools does not have personal accident insurance cover for students.

If a student is injured as a result of an accident or incident, all costs associated with the injury, including medical costs are your responsibility. Some incidental medical costs may be covered by Medicare. If you have private health insurance, some costs may be also be covered by your provider. Any other costs must be covered by you. It is up to you to decide what types and what level of private insurance you wish to arrange to cover your student.

Please take this into consideration in deciding whether or not to permit participation in these activities.

The student will study theory work whilst other students undertake the practical component until the permission slip is returned and recorded.
Thank you for your consideration of this issue.

Risk	Technology and Design (Metal and Wood)				Music
High	ITD General <ul style="list-style-type: none"> Noise Student behaviour Jewellery Classroom environment Gas welding Guillotines Bandsaw Dusts and Particles Disc Sander Spray Painting Lacquers Angle Grinding Bench Grinders Compressed Air Equipment <ul style="list-style-type: none"> Air hose damage Air pressure level Particle inhalation Gas cylinders <ul style="list-style-type: none"> faulty valves and regulators Leaking airlines Pneumatic system <ul style="list-style-type: none"> fittings and hardware Unevaluated pipelines Electrics and Electronics (including soldering) <ul style="list-style-type: none"> Burns Corrosive and flammable chemicals Electrocution Faulty equipment Hot soldering irons Sawdust inhalation Sharps Smoke 	Industrial Technology and Design Activity <ul style="list-style-type: none"> Workshop environment <ul style="list-style-type: none"> student behaviour Power tools Construction material Changeable workplace environment Electrical power Manipulating and processing construction materials Manual handling Chemicals and vapours Wood dust Machinery Machines (Fixed) <ul style="list-style-type: none"> Router tables Milling machines Hydraulic presses Guillotines Wood & Metal Lathe MIG Welder Oxy Acetylene welder CNC Plasma cutter Disc Sander Wood Bandsaw Gas and fumes Spray painting plant Thickener Heat friction Instability Physical injury <ul style="list-style-type: none"> pinching, crushing, cutting 	Metal Working <ul style="list-style-type: none"> Marking Turning Folding Friction Developing Cutting Drilling Riveting Designing Joining Soldering Edge treatment Chiseling Assembling Melting Surface finishing CAD & CAM Engraving Portable Electric Power Tools <ul style="list-style-type: none"> Electric portable saws Solders Extension leads Electric planers Trimmer or palm router Nail guns Jigsaw Practical ITD Workspace <ul style="list-style-type: none"> Gluing Timber products Forming Polishing Adhesives Fixing Plastics Joining Paint Heating Metal Machining Blunt edged tools Surface finishing Student manufactured items 	Soft Soldering <ul style="list-style-type: none"> Solder Acid Resin Elements Electric soldering irons Low-voltage scope soldering Burns Thermoforming Plastics <ul style="list-style-type: none"> Oven Heat Sharp materials Plastic fumes and dust Buffing mop Plastic solvents Hot air welding gun Friction Strip heaters Elements Injection moulding Lifting Welding guns Blunt edged tools Wood working <ul style="list-style-type: none"> Making Sealing Assembling Fastening Drilling Surface finishing Sanding Adhesives Paints Chiseling Nailing Sawing Timber dust Jointing Fungal spores Planning Friction Staining 	<ul style="list-style-type: none"> Sound management Manual handling Electrical equipment use Communicable disease control Stage Lighting
	Art and Photography <ul style="list-style-type: none"> Clay manipulation Glazes and stains Make-up use Print making Lino printing Cutting tools Chemical hazards Corrosive chemicals Flammable chemicals Plaster sculpturing Wire manipulation Hot gluing Electrical equipment use Mixed media assemblage Carving Casting Kiln 	Home Economics <ul style="list-style-type: none"> Boiling sugar syrups Burns Cookery Deep frying Detergents; cleaning agents Electrocution Flammable substances Food contamination; food storage Food Experimentation Fumes Gas Stove Top & Oven Electric Stove Top & Oven Gas and flames Gas cylinders Glass; crockery Heating fat or oil Kitchen Safety Knives Manual handling (lifting) Spills Use of woks; frying pans; hot plates 	Science/Experiments <ul style="list-style-type: none"> Animal dissection Biological Activities Biological materials and hazards Burns Chemical Hazards Corrosive chemicals Electric shock Flammable chemicals Gas cylinders Gas; fumes; flames Glassware; crockery High speed mechanical devices Infection Laboratory Safety Science Experiments "Sharps" Smoke Spills 	Sport/HPE <ul style="list-style-type: none"> Discus Diving Divots in ground Drowning High jump – poles; cross bar; spikes; landing Infection Javelin Manual handling (lifting) Physical contact (breaks, sprains, cuts, abrasions, concussion, dental impact, cramps) Physical exertion Swimming Weight training 	FTV <ul style="list-style-type: none"> Electrical equipment use Make-up use Manual handling/lifting Prop creation and use Burns (lights) Tripping Dance <ul style="list-style-type: none"> Body movement Lifts Electrical equipment use Prop use Special effect use (e.g. smoke machine) Make-up use Physical exertion Stage Lighting Drama <ul style="list-style-type: none"> Body movement Electrical equipment use Set building and moving Prop creation and use Special effect use (e.g. smoke machine) Make-up use Stage Lighting Japanese <ul style="list-style-type: none"> Food preparation Painting Conservation & Ecosystem <ul style="list-style-type: none"> Chainsaw (Battery) Line Trimmer (Battery)
Extreme	<ul style="list-style-type: none"> Electric Welding Compound Mitre Saw Metal/Wood Cut-off saws Robotics 				Personalised Learning <ul style="list-style-type: none"> Personal injury Falling; tripping Sharps – tools; knives Student behaviour Dust Heat Cooking Stings/poison Insect bites Equipment – gardening Hot plates Spills Manual handling Burns Electric shock Gas cylinders Gas fumes; flames Glassware; cookery Cleaning agents Food contamination; storage Kitchen safety



Curriculum Activity Consent Form

Consent:

Please complete the required information and check all appropriate boxes below to indicate your agreement/consent:

- I have read all of the information contained in the letter in relation to the practical activities and I am aware that the Department of Education State Schools does not have personal accident insurance cover for students.
- I give consent for my child, _____ (print child's name) to participate in the activities as requested.
- I agree to pay to the school any costs associated with participation in the activity.
- In the event of an accident or illness, I authorise school staff to obtain or administer any medical assistance or treatment my child may reasonably require, including contacting my child's doctor.
- I have provided the school all relevant details relating to my child's medical or physical needs on enrolment and where relevant have updated this information on this form.
- I accept liability for all costs incurred in obtaining such medical assistance or treatment including any transportation costs and undertake to reimburse the State of Queensland (via the Department of Education State Schools) the full amount of any costs incurred on my behalf.

Parent/Caregiver Name: _____

(Please Print) Parent/Caregiver Signature: _____

Date: _____

Additional Medical Information:

The school collected medical information about your child at enrolment. This information is stored in OneSchool. Please give full details of any new or changing conditions (medical, physical or management) which may affect your child's full participation in the practical activities and wearing personal protective equipment.

Allergies:

- My student has a food/chemical allergy to _____
- is lactose intolerant is vegetarian is gluten intolerant

Medical Contact (Optional):

Name of child's medical practitioner: _____ Telephone No.: _____

Medicare No.: _____

Private Health Insurance Company (if provided): _____

Membership No.: _____

- I would like this information about my child's medical details to be recorded in OneSchool.

Privacy Notice

The Department of Education State Schools is collecting the personal information requested in this form in order to:

- obtain lawful consent for your participation in the activity;
- help coordinate the activity;
- respond to any injury or medical condition that may arise during, or as a result of the activity; and
- update school records where necessary.

The information will only be accessed by authorised school staff and will be dealt with in accordance with the confidentiality requirements of s.426 of the Education (General Provisions) Act 2006 (Qld) and the Information Privacy Act 2009 (Qld).

The information will not be disclosed to any other person or agency unless it is for a purpose stated above, the disclosure is authorised or required by law, or you have given DoE permission for the information to be disclosed.

Virtual Reality (VR) headsets

Many teachers at Tamborine Mountain State High School use Virtual Reality (VR) headsets as a teaching tool to help students understand key elements of the curriculum of their subject area.

Please see below for a list of the precautions that will take place for VR use, as the safety and wellbeing of our students is our first priority.

- Students must be 13 years of age to use a VR headset. *If your student is not 13 but you would like them to be able to use the VR headsets when they turn 13, please sign this form and we will keep it on record.*
- Students, at school, will complete a VR Headset Induction, which aligns with the Health and Safety Guidelines provided by *Oculus Go*, prior to using a headset. The *Oculus Go* Health and Safety guidelines can be found at https://www.oculus.com/legal/health-and-safety-warnings/?locale=en_US
- Students are only allowed to wear a headset for a maximum of 15 minutes at a time and must take breaks when directed to.
- Students will not have access to the internet on these devices, and only be able to access educational content that has been downloaded to the devices after being vetted by teachers and/or Heads of Department.
- The wellbeing, health and safety of students using VR headsets in the classroom will be closely monitored by the classroom teacher.
- Additional hygiene practices, such as the use of antibacterial wipes and a disposable liner, are in place to mitigate the spread of germs.

I give consent for my child, _____ to use Virtual Reality in their classes. (Print Name)

Parent Signature: _____ Date: _____



Dear Parents/Carers,

To ensure safe and quality education in the Design and Technology Department at Tamborine Mountain State High School, we have implemented health and safety procedures that are closely aligned with industry practices. This letter includes important safety information for you and your child. Please take the time to read it carefully.

Under the Work Health and Safety Act 2011 (Qld), everyone has a part to play in ensuring safety is maintained. Teachers are obligated to provide students with a sound safety program, followed by informed instruction, workshop demonstrations, and close supervision of safe working practices within all Design and Technology practical workspaces.

It is extremely important for parents to be aware that their child's actions also need to be safe for themselves and others around them. Unsafe actions may unfortunately result in a student being excluded from the Design and Technology practical workshop environment for a period of time.

Tamborine Mountain SHS cannot allow any student who demonstrates the potential to injure themselves or others to actively participate in workshops.

Our Design and Technology staff take comprehensive precautions to create the safest possible environment for all students. The safety modules that students complete on OnGuard forms part of that process.

The Design and Technology Department has developed several workshop safety rules and a range of consequences for breaches of these rules. A laminated poster listing our safety rules and their consequences is displayed in each classroom. Teacher instruction is provided to all students regarding our safe working environment and our culture of safety. Students are expected to become familiar with their obligations regarding safety in Design and Technology.

CONSEQUENCES FOR SAFETY BREACHES

Depending on the type and severity of the safety breach, consequences may include:

- Verbal warning: The teacher explains to the student how they failed to meet their obligations.
- Written reflection: The student may be required to write out the guidelines for safety and behaviour in Design and Technology or respond to a series of reflective questions.
- Parent contact: The teacher may contact parents/carers by phone or in writing, requiring a parent's signature for acknowledgement.
- Re-training: The student may be required to complete a re-training program before returning to a workshop.
- Temporary exclusion: The student may be prohibited from using workshop facilities for a period of time determined by the Subject Coordinator or Head of Department.
- Permanent exclusion: The student may be prohibited from using practical Design and Technology workshop facilities indefinitely at TMSHS. Subject transfer arrangements would then need to be negotiated.

Finally, please note that students are required to complete several practical exercises for assessment, and once completed, they are permitted to take these items home. Parents and students need to be aware that these products are the result of an assessment exercise only. They do not, and are never intended, to conform to Australian Standards, and therefore should only be used with due care and consideration.

Should you have any further questions, please contact the Chris Moore, TMSHS Design and Technology Head of Department at camoo2@eq.edu.au.

Yours sincerely,

Chris Moore - Head of Department, Design and Technology

Jessica Keavney - Principal



The following safety rules outline the expectations and responsibilities of all students participating in Design and Technology workshops. These guidelines are designed to ensure that every student works in a safe, respectful, and professional environment consistent with industry standards. Students and parents/carers should review these carefully and ensure they are understood before any practical activities commence.

TAMBORINE MOUNTAIN SHS WORKSHOP SAFETY RULES

1. Students must complete their **OnGuard safety modules** before being authorised to take part in practical lessons in the workshop.
2. Students are to use only those tools and machinery that they have been taught to use by their teacher and, where applicable, only when they have been certified as competent in their use.
3. All tools and machinery must be used correctly at all times.
4. Workshop dress rules must be complied with at all times. These rules are outlined in the students' **Personal Protective Equipment (PPE) OnGuard**.
5. Sensible and safe behaviour must be observed at all times.
6. Appropriate **Personal Protective Equipment (PPE)** must be worn whenever in ITD workspaces. Strong, protective footwear covering the entire foot and clear safety glasses are considered the minimum requirement for any ITD practical workspace activity.
7. **Overalls** and **reinforced (steel-toe) safety boots** are considered minimum requirements for engineering, metal fabrication, and welding students.
8. When machinery, plant, or equipment are being used, students must maintain a safe distance from the operator and not attempt to distract them in any way.
9. Students must remain **outside the yellow safety lines** unless they are using the machine.

TAMBORINE MOUNTAIN SHS STUDENT SAFETY CONTRACT

By signing the following agreement, both students and parents/carers confirm their commitment to upholding safe working practices at all times and accepting the consequences of any unsafe behaviour. It also demonstrates a shared responsibility between home and school in maintaining a secure and respectful learning environment within the Design and Technology workshops.

I, _____ (*student*), have read and understood the workshop safety rules and agree to abide by them to the best of my ability. I am aware that if I breach these regulations, I could be excluded from all ITD practical workshops for the safety of myself and others.

Student's Signature: _____ **Date:** ____ / ____ / ____

I, _____ (*parent/carer*), have read and understood the workshop safety rules and agree to their enforcement for my child's safety. I am aware that if my child breaches the rules, they could be excluded from all ITD practical workshops due to the danger posed to themselves and others

Parent/Carer's Signature: _____ **Date:** ____ / ____ / ____



Dear Parent/Carer,

During your child's study at *Tamborine Mountain State High School*, it is likely that they will enrol in at least one of the Design & Technology subjects from Year 9 through 12. These courses require the students to be instructed on the use of a variety of materials and equipment in the production of their work. A number of typical resources and processes have been designated by the Department of Education to have a potential high or extreme risk of injury associated with their use.

As a requirement of our curriculum activity risk assessment process, for risks designated **HIGH**, and for risks designated **EXTREME**, our school is to obtain additional parental consent, including relevant medical information for students, before permitting them to use the Design and Technology resources. Below is an example of some of the equipment that they may be exposed to during their studies in this subject area:

High risk: Oven, Metal & Wood Lathes, Bandsaw, Cold Saw, Plunge Routers, Table Router, Guillotine & Nailing Gun.

Extreme risk: Thicknesser, Compound Mitre (Drop) Saw, Metal Cut-off Saw.

Possible exposure to: Toxic Timbers and Wood Dusts including MDF and Formaldehyde, Plastics, Spray Painting Lacquers, Thinners and Solvents, Fiberglass and Resins, Oils, Compressed Air and Pneumatic Tools.

Students may choose not to use equipment they do not feel confident with. Similarly, students who do not demonstrate appropriate maturity or fail to complete safe operational training will be restricted in their use.

Subjects most likely to be utilising some or all of these resources and processes are:

- Years 7 & 8 Design & Technology – *Note:* Junior practical workshop curriculum activities are designed to a modified structure, preventing exposure to all high and extreme risk plant and machinery. Students are, however, still likely to be exposed to some atmospheric wood dusts, lacquers, solvents and various plastics materials.
- Year 10 Materials and Technology Specialisation & Senior Industrial Skills (11/12)

PARENT ACKNOWLEDGEMENT

If you wish your child to participate in their selected subject, utilising the resources as identified, please complete the consent details on the form below.

I understand my child _____ is undertaking practical subjects which may involve the use of specific machinery, power tools and processes designated by the department as High or Extreme risk.

I DO / DO NOT give permission for my child to use processes designated **HIGH** risk.

I DO / DO NOT give permission for my child to use processes designated **EXTREME** risk.

Parent's Signature: _____ **Date:** ____ / ____ / ____

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**TAMBORINE
MOUNTAIN**
— STATE HIGH SCHOOL —