Enrolment Policy

The College's policies, which are made from time to time, are made pursuant to the registration requirements set out in section 47 of the NSW Education Act and the NSW Education Standards Authority.

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GOAL College Ltd
PO Box 529
Broadway NSW 2007

T: 02 9171 7001
E: office@goalcollege.nsw.edu.au
ABN: 64 604 805 183

Statement of Policy

1. Applications for enrolment

Applications for enrolment may be made at any time by the parent/carer(s) of students who wish to study at GOAL College. However, applications to enter Year 12 must be received and processed prior to the start of the HSC learning year, except at the sole discretion of the Principal. In general, any student enrolling into Year 12 must start classes no later than week 5 of term 4 of the calendar year preceding their graduation year.

GOAL College primarily enrols students who have disengaged with traditional schooling. This includes, but is not limited to, students with social, emotional or behavioural difficulties, including but not limited to ADHD, dyslexia, autism, anxiety, and depression, ODD, OCD, PTSD and complex trauma.

The College is specifically focussed on 'doing school differently' to accommodate students' lives, commitments and needs, and we focus on providing active, engaging HSC courses incorporating a structured wellbeing program and vocational learning in areas of interest.

2. Enrolment into Year 11

Students enrolling at school into Year 11 will have completed Year 10 studies in a NSW registered school or home school, or the equivalent level of study in an Australian school outside of NSW, a TAFE, or an overseas school. Students applying for Year 12 entry must have satisfactorily completed a Year 11 Preliminary HSC course at a NSW school or the equivalent course of study in an Australian school outside of NSW or an overseas school

3. Offer

GOAL College will base any decision about offering a place to a student on:

- The readiness of the student to participate in the unique learning environment at GOAL College
- The maturity of the student
- The provision of accurate information including medical or psychological diagnoses, previous or current support plans, any allowance of special provisions that has been provided in the past, and/or evidence of other support required or previously accessed for learning.
- Year 10 school reports, and in some cases, Year 9 reports
- Whether the student is a sibling of a current or former student
- Holding attitudes, values and priorities that are compatible with GOAL College's ethos.
- The College's ability to meet the special needs or abilities of the student

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4. Interview

GOAL College will meet with and interview both the student and the parent/carer(s) of the student before offering a place.

5. Factors taken into account

GOAL College has absolute discretion in determining the weight of each of the factors it takes into account in determining whether to offer a place for the student. However, high level academic and sporting achievement is not a prerequisite for enrolment.

Parents and carers applying for enrolment are required to provide any previous diagnoses, support documentation or medical documentation relevant to learning needs, and/or any behaviour or management plans, including IEPs or PLPs from other schools, in order to allow GOAL College staff to assess how best to support students. All such information is held in strictest confidence and is subject to the privacy policy.

It is acknowledged that not all students will have formal diagnoses and not every student will have received the learning support needed at previous schools and therefore may not have the required written documentation. The special needs of each student will be discussed at the enrolment interview, and also in a confidential longer meeting with the core teacher which is held prior to classes beginning in the year of enrolment.

6. Continued Enrolment

Continued enrolment at GOAL College is dependent upon the student making satisfactory academic and personal progress, attending consistently, and the student and the parent/carer(s) observing all behavioural codes of conduct and other requirements of GOAL College which are applicable from time to time.

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Appendix - Enrolment Conditions

1. Acceptance of Offer of Enrolment

1.1 An offer of enrolment must be accepted by both Parent/carer(s) where appropriate unless GOAL College agrees to waive this requirement. Upon acceptance all signatories to the terms and conditions will be jointly and severally liable in respect of the obligations contained in these terms and conditions.

1.2 If a Parent/carer(s) wish to defer the entry of a student to a different calendar year to the initial request, GOAL College will advise whether it is able to agree to this. If it is unable to agree, the Student will be placed on a waiting list for the requested year but enrolment cannot be guaranteed.

1.3 Enrolment is dependent on GOAL College receiving the deposit for the year of entry not less than 3 months prior to the start of the term, or such shorter time agreed in writing by GOAL College. If the fees are not received by the due date the enrolment may lapse.

2. Conditional Enrolment

2.1 All enrolments are conditional upon GOAL College being satisfied in its discretion that the Student's needs can be met by GOAL College. GOAL College may cancel the enrolment if it determines prior to the start of the enrolment that the Student's needs cannot be met.

2.2 GOAL College may require Parent/carer(s) to provide reports and assessments necessary to determine the particular needs of the Student.

2.3 Competence in English is a prerequisite for enrolment. If GOAL College considers that the English language capabilities of the Student are not sufficient it may require the Student to undergo an intensive English language course. If the required language level is not reached GOAL College may decide that the enrolment should be cancelled.

3. Progress of Student

If GOAL College considers that the progress of a Student is unsatisfactory and that it can no longer meet the Student's needs it may cancel the enrolment of the Student by giving not less than 4 weeks' notice.

4. Fees and Charges

4.1 The GOAL College Council determines the fees and charges that will be payable from time to time which are set out in a Schedule of Fees. The fees are revised regularly and may be amended each year.

4.2 GOAL College may also incur expenditure for the Student's needs on behalf of the parent/carer(s) as it reasonably considers necessary, which may be added to the parent/carer(s)'s school account. Such charges will not be added without prior consultation with the parent/carers.

4.3 All medical expenses incurred on behalf of a Student must be reimbursed by the parent/carer(s), except where these costs are covered by the College's insurance.

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4.4 All Fees and Charges must be paid on or before the due date set out in the fees notice.

4.5 If fees are not paid within 30 days of the due date an overdue charge may be levied calculated on the amount outstanding from the due date. This charge reflects the loss which may be incurred by GOAL College as a result of the late payment. The charges payable from time to time can be obtained from the GOAL College office.

4.6 If Fees and Charges are not paid within 60 days of the due date the Student's enrolment may be suspended unless GOAL College agrees in writing to accept other arrangements. Failure to abide by any other agreed arrangements may result in the enrolment of the Student being cancelled without further notice.

4.7 Fees will not be remitted in whole or part if the Student is absent due to illness, leave or suspension, or elects not to participate in a section of the curriculum such as sport and camps.

5. Withdrawal of Students

5.1 Where students leave to enrol at another school, the NSW Education Standards Authority (NESA) requires that parent/carer(s) advise GOAL College of the name of the school the Student will be attending and the year level the Student will be entering at the new school.

5.2 If parent/carer(s) wish to withdraw a Student from GOAL College, notice given must be not less than one full term's notice.

5.3 If the required notice of withdrawal of a Student is not given the parent/carer(s) must pay a term's fees

6. Monitoring of HSC eligibility

6.1 The school's head of student Administration will ensure that all students in both Year 11 and 12 are correctly entered into the NESA Schools Online system to ensure the pattern of study meets the eligibility requirements for the HSC preliminary and HSC.

6.2 All students will be provided with a hard copy of the confirmation of entry from the NESA Schools online system for their review and signature in term 1 of each academic year.

6.3 Any change in the pattern of study will be maintained correctly in NESA Schools online by the Head of student admin, the principal or the administrative staff.

6.4 As part of the initial year 11 induction program the status of students' completion of the All My Own Work modules will be checked. All students must complete these modules prior to the end of their first 5 weeks at the school.

6.5 GOAL College is committed to assisting every student to complete the Minimum Standards testing requirements in order to be eligible to achieve the HSC. The College runs an intensive program to identify every student who has not yet met the standards, and to ensure that this is completed prior to the end of year 12.

7. Obligations of Students

Students are required to have high standards of behaviour and:

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7.1 abide by GOAL College Rules and Codes of Conduct
7.2 behave courteously and considerately to each other and to staff at all times
7.3 not do anything which may bring GOAL College into disrepute, including in print and electronic media
7.4 support the goals and values of GOAL College
7.5 attend and, if required, participate in assemblies, GOAL College sports program, important school events such as Graduation or other events determined by the Principal, and camps and excursions that are an integral part of GOAL College curriculum
7.6 wear GOAL College uniform as prescribed including when travelling to and from school and follow conventional standards of appearance while at school in accordance with GOAL College's guidelines and the expectation of the GOAL College community
7.7 attend GOAL College during school hours, except in the case of sickness or where leave has been given or an exemption from attendance has been granted

8. Obligations of Parent/Carer(s)

The parent/carer(s):
8.1 must accept and abide by the requirements and directions of GOAL College Council and the Principal relating to the Student or students generally and not interfere in any way with conduct, management and administration of GOAL College,
8.2 are required to support the goals, values and activities of GOAL College, and
8.3 Should view the Sentral Parent Portal on a regular basis.

The Parent/carer(s) must promptly advise GOAL College:
8.4 in writing of any change of home, mailing, email address or contact details or other information on the Enrolment Application Form. Offers of enrolment may be cancelled if GOAL College loses contact with the parent or mail is returned,
8.5 if the Student is absent from GOAL College due to ill health or other reason,
8.6 in writing of any orders or arrangements that affect the Student concerning custody or access, any change to them or any other orders or arrangements which were relevant to the Student's education and welfare and provide copies of any orders to GOAL College.
8.7 in writing of any changes to a Student's immigration status or visa entitlements which are relevant to the Student's education and continuing enrolment at GOAL College, and provide copies of the relevant documents as required by the College to verify ongoing study entitlements.

The Parent/carer(s) also:
8.8 must ensure the Student has each item of officially required uniform, clean and in good repair, and all other requirements such as the student laptop,
8.9 should communicate with students, parent/carer(s), visitors and staff members in a courteous manner, follow the communication guidelines laid down by GOAL College from time-to-time and observe the Parent Code of Conduct,
8.10 should use their reasonable endeavours to attend parent-teacher interviews and parent forums and participate in courses offered by GOAL College which are relevant to the Student's education,
8.11 must not use social media to denigrate GOAL College, staff, students or other members of the GOAL College community.

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9. Health and Safety

9.1. Parent/carer(s) must advise GOAL College immediately if they become aware of any special needs that the Student may have including, but not limited to, any medical, physical, psychological needs, or any changes to these needs.

9.2. Parent/carer(s) must complete the required health information for the Student prior to the Student commencing at GOAL College and provide updates if circumstances change or as required by GOAL College from time to time.

9.3. If the Student is ill or injured, requiring urgent hospital and/or medical treatment (for example injections, blood transfusions, surgery) and parent/carer(s) are not readily available to authorise such treatment, the Principal or, in the Principal's absence, a senior staff member of GOAL College, may give the necessary authority for such treatment. The parent/carer(s) indemnify GOAL College, its employees and agents in respect of all costs and expenses arising directly or indirectly out of such treatment.

9.4. Parent/carer(s) must observe School security procedures for the protection of students.

9.5. Students are responsible for their personal property and GOAL College does not accept any responsibility for the loss or theft of their belongings.

9.6. The Principal or the Principal's nominee (a senior staff member) may search the Student's bag, locker or other possessions, and require a student to empty pockets, where there are reasonable grounds to do so, in order to maintain a safe environment for all students. This includes where students are suspected of having illicit drugs, drug paraphernalia, tobacco or vapes in their possession.

10. Programs and Activities

10.1. GOAL College determines the educational and other programs and activities conducted at GOAL College from time to time in its absolute discretion.

10.2. GOAL College may change its programs and activities and the content of these programs and activities without notice.

10.3. The Student will be required to participate in all compulsory activities including excursions, camps and outdoor education unless the Principal agrees otherwise.

11. Reports

GOAL College will send academic reports to the address or addresses notified by the Parent/carer(s). Where Parent/carer(s) do not live together, reports will be sent to both Parent/carer(s), where addresses have been provided, unless there is an Order of the Court or an agreement that the reports will only be sent to one Parent.

12. Leave

If the Parent/carer(s) wish to seek leave for the Student not to attend any regular term days, or School academic or co-curricular program or activity during a term, they must apply to the Principal in advance using the student leave form or the online Sentral attendance portal. Leave will not automatically be granted.

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13. Suspension & Termination of Enrolment

13.1. GOAL College may suspend or terminate the enrolment of a student, either temporarily or permanently at any time for reasons which may include, but are not limited to:

a) a serious breach of GOAL College's rules or Code of Conduct,

b) conduct prejudicial to the reputation of GOAL College or the well-being of its students or staff, and;

c) where the Principal or School Council believes that a mutually beneficial relationship of cooperation and trust between GOAL College and the Parent/carer(s) has broken down to the extent that it adversely impacts on that relationship.

13.2. GOAL College will only exercise its powers under this clause to expel a student if it has provided the Student and their parent/guardian(s) with details of the conduct which may result in a decision to expel the Student and provided them with a reasonable opportunity to respond and where there has been procedural fairness.

13.3. GOAL College may terminate the enrolment of the Student without notice if, either before or after the commencement of enrolment, GOAL College finds the relevant particulars of the special needs of the Student have not been provided to GOAL College or the particulars provided are materially incorrect or misleading.

14. Amendment of Terms and Conditions

GOAL College may alter the terms and conditions of enrolment at any time by giving not less than two (2) term's notice to the Parent/guardian(s) in writing which shall apply to both current and future students and parent/guardian(s) from the date specified in the notice.

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