**Form 1**

**Application for exemption for a child/young person enrolled in a state school or a child/young person not enrolled at any Queensland school**

This form is to be used for a child/young person currently enrolled in a state school or for a child/young person not enrolled at any Queensland school.

**Exemption requested (please tick whichever is appropriate)**

* Exemption from *compulsory schooling* or *compulsory participation phase* for student enrolled in a state school
* Exemption from *compulsory schooling* or *compulsory participation* phase for students not enrolled in any Queensland school

***FOR exemptions for a child/young person enrolled in a state school***

* Part A is to be **completed and signed by the parent**. All supporting material should be attached to the application for consideration.
* Part B is to be **completed and kept by the Principal** as a record of the decision making. Written notification of the decision regarding this application must be forwarded to the parent and/or young person.
* Part C is not required to be completed.

***FOR a child/young person NOT enrolled in any Queensland school***

* Part A is to be **completed and signed by the parent**. All supporting material should be attached to the application for consideration. The completed application should be forwarded to the regional office for consideration.
* Part B is not required to be completed.
* Part C is to be **completed by the Decision Maker** to record their decision. Written notification of the decision regarding this application must be forwarded to the parent and/or the young person.

***Privacy Notice***

The Department of Education, Training and Employment is collecting the information on Part A of this form to determine if a student is entitled to an exemption from compulsory schooling or an exemption from compulsory participation. This collection is authorised by s.186 and s.245 of the *Education (General Provisions) Act 2006*. Information from this form may also be disclosed to third parties as required or authorised by law.

**Application for exemption** *(Please type or print clearly)*

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| **Part A - To be completed by the parent and young person** |
| 1. Name of student in full |  |
| 2. Date of birth |  |
| 4. Name of school |  |
| 5. Year level  |  |
| 6. Name of parents/carers |  |
| 7. Address |  |
| 8. Home phone |  | 9. Mobile phone |  |
| 10. Period for which exemption is sought (insert dates) | From |  / / | To |  / / |
| 11. Reasons for seeking exemption (please provide full details and attach documentary evidence to support this application e.g. statement from medical practitioner) |
|  Signature of parent Date Signature of young person Date(if it is inappropriate for the parent to sign the consent)  |
|  |

**Application for exemption**

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| **Part B - To be completed by the principal** |
| Application for {Child/young person’s name} exemption from * Compulsory schooling
* Compulsory participation
 |
| **Student’s academic history:** | (Please detail academic progress and ability; attach recent report card if relevant) |
| **Support offered by school:** | (Please detail support offered through re-engagement activities, alterations to student’s educational program considered, alternative education options, referrals to support programs, etc) |
| **Queensland Studies Authority (QSA) Account:**Where school or region is required to open student account with QSA prior to exemption being granted | * QSA Account Number ……. has been opened
* QSA Account will be opened for this student in the year prior to entering compulsory participation phase
 |
| **Attachment/s – documentary evidence used to make the decision (please list):** |  |
| **Additional comments supporting the application (where applicable):**Please outline why it is in the student’s best interest to receive this exemption (further statements of support from **Guidance Officers** or other specialist personnel should be attached to this form on submission).Reasons that conditions be imposed on the exemption or that the exemption be granted for a lesser period than requested. |
| **Principal’s name** |  |
| **Address of school** |  |
| **Telephone number** | **Fax number** |
| Please tick whichever is appropriate:* I **grant** **an exemption** for this student.
* I **do not grant** **an exemption** for this student.
* I **grant the exemption** **with the following conditions:**
* I **grant the exemption with the following changes to what has been requested**:

 Principal Date |

**Application for exemption**

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| **Part C – To be completed by decision-maker**Application for {Child/young person’s name} exemption from * Compulsory schooling
* Compulsory participation
 |
| **Attachment/s or documentary evidence used to make the decision (please list):** |  |
| **Reasons for decision:** |  |

**Granted as requested**

|  |  |  |
| --- | --- | --- |
|  |  | I grant the exemption for this student as requested. |
|  |

**Exemption not granted**

|  |  |  |
| --- | --- | --- |
|  |  | I do not grant the requested exemption for this student. |
|  |

**Granted with conditions**

|  |  |  |
| --- | --- | --- |
|  |  | I grant the exemption for this student with the following conditions: |
|  |

**Granted with changed conditions**

|  |  |  |
| --- | --- | --- |
|  |  | I grant the exemption for this student but for a lesser period than what has been requested:* **From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_**
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|  |

My decision, material considered, findings of fact and reasons for my decision are set out in my decision notice.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_