**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)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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**

|  |  |  |
| --- | --- | --- |
| **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**

|  |  |
| --- | --- |
| **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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
|  |

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

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

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

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