

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* for up to one school year
- Exemption from *compulsory schooling* for one school year or more
- Exemption from *compulsory participation* phase for up to one school year
- Exemption from *compulsory participation* phase for one school year or more
- Exemption from *compulsory schooling* or *compulsory participation* phase for students not enrolled at any Queensland schools

FOR Exemptions up to one school year (12 months) 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 Exemptions one school year or more (12 months or more) 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 by the Principal**. Principal at the school will check all supporting material provided, keep a copy of the application and return completed application to applicant for **forwarding to the Regional Director** for consideration.
- Part C is to be **completed by the Regional Director** to record their decision. Written notification of the decision regarding this application must be forwarded to the parent and/or young person and copied to the school principal.

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		<input type="checkbox"/> Compulsory schooling			<input type="checkbox"/> Compulsory participation		
6. Name of parents/carers							
7. Address							
8. Home phone				9. Mobile phone			
10. Period for which exemption is sought (insert dates)		From		To		<input type="checkbox"/> Up to 1 school year	<input type="checkbox"/> More than 1 year
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 (if it is inappropriate for the parent to sign the consent)				_____ Date			

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

Part B - To be completed by the principal

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	<input type="checkbox"/> QSA Account Number has been opened <input type="checkbox"/> QSA Account will be opened for this student in the year prior to entering compulsory participation phase
Attachment/s – documentary evidence to support the above (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	
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Address of school	
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Telephone number	Fax number
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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:**

-
-

I **recommend an exemption** for this student.

I **do not recommend an exemption** for this student.

I **recommend the exemption with the following conditions:**

-
-

I **recommend the exemption with the following changes to what has been requested:**

-
-

Principal _____	Date _____
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For exemptions of more than one school year, applicant should forward this form by post or fax to:

Regional Director of the relevant Department of Education, Training and Employment region.
 In the case of any exemption, the forms can also be provided to the Director-General for a decision.

Application for exemption (Please type or print clearly)

Part C – To be completed by decision-maker	
Application for {Child/young person's name} exemption from	
<input type="checkbox"/> Compulsory schooling <input type="checkbox"/> Compulsory participation	
Attachment/s or documentary evidence used to determine the decision (please list):	•
Reasons for decision:	•

Granted as requested

<input type="checkbox"/>	I grant the exemption for this student as requested. <input type="radio"/> From _____ to _____
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Exemption not granted

<input type="checkbox"/>	I do not grant the requested exemption for this student.
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Granted with conditions

<input type="checkbox"/>	I grant the exemption for this student with the following conditions: <input type="radio"/> From _____ to _____ <input type="radio"/>
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Granted with changed conditions

<input type="checkbox"/>	I grant the exemption for this student but for a lesser period than what has been requested: <input type="radio"/> From _____ to _____ <input type="radio"/> <input type="radio"/>
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My decision, material considered, findings of fact and reasons for my decision are set out in my decision notice.

Signed _____

[Insert name and position of decision-maker]

Date: ___/___/___