

Enrolment Procedure for Marri Mittaggar School 2024-2025*

On application parents, carers and guardians who require assistance or translation services can request assistance through the Enrolments Office.

- 1. Identification of Students:** Identification and referral of applicants occurs via the Barker College- Marri Mittaggar website. An online application form is completed by the applicant online and initial supporting documentation must be supplied including United Nations High Commissioner for Refugees (UNHCR) status and Australian Government visa status.
- 2. Screening and Information Gathering:** The Head of School receives the applications, acknowledges the original expression of interest and decides whom to enrol.

The School may consult, with consent, with the applicant and the applicant's guardian, mentor or Out of Home Care case worker, including any Refugee Settlement Service involved in the applicant's educational interests.

- 3. Selection of Students:** At a time decided by the School after the application is made, the School will undertake an assessment process.

The assessment process will include, but is not limited to,

- a. The Refugee status of the child and /or family;
- b. The legal status of the child in Australia, including prioritising unaccompanied minors and orphans in Out of Home Statutory Care;
- c. The learning needs of the student including any social, emotional or behavioural challenges they may have.
- d. Other factors such as social and cultural isolation factors, sibling groups and previous school reports.
- e. Entrance may be at any point from K-8 given that refugees arrive in Australia throughout the year.

The selection of students remains entirely within the discretion of the Head of School.

3.1 As part of the assessment process the School must:

- (a) Undertake a risk assessment, addressing the individual aspects of risk associated with the enrolment and the Specialised Support Plans that can reasonably be put in place to support the provisional offer of a place;
- (b) Establish the potential funding required within Section 83C (Part 7, Division 3) – Education Act 1990 and relevant to the School financial position and arrangements at the time.

3.2 As part of the assessment process the School may:

- (a) Ask the applicant and parent/guardian or sponsor to attend the School for an interview. The enrolment interviews are conducted by the Head of School;
- (b) Seek to establish that the expectations and commitments of the parent/guardian/sponsor and/or the caseworker are consistent with the vision, values, goals and policies and resources of the School as an Anglican School community.

- 4. Requests for further Information:** The School, after consultation with the applicant and their parents, guardian or sponsor or case worker may:

- (a) require the applicant to provide verification of their UNHCR status and VISA Class;

**The enrolment procedure will be made publicly available on the Marri Mittaggar School web page and updated annually and from time to time.*

(b) require medical, psychological or other reports from specialists outside the School; and/or

(c) obtain an independent assessment of the applicant, including English language proficiency, psychometric testing and academic ability testing.

- 5. Invitation to Enrol:** The Head of School makes the final decision regarding inviting a refugee enrolment applicant under this procedure to complete the Enrolment Registration Form.

Where information obtained by the School suggests a profile of wilful misconduct, illegal activities or strong anti-social behaviours that indicate that the child's enrolment at the School is likely to be detrimental to other students, the staff or the school, the Head of School may decline to proceed any further with the enrolment process.

6. Disability

Where a child has declared education support needs or a disability or other information has come to light indicating a possible need for educational support services or for some other measures or actions to assist the child to participate in the School's courses or programs, or to use the School's facilities or services, the School will make an initial assessment of the child's needs through the following course of action.

Consultation and gathering of information

The school may consult with the child and the child's parents. The School, after consultation with the child and the child's parents, may:

a. Require the child to have medical, psychological or other reports from a specialist either outside the school or linked to the school and obtain an independent assessment of the child.

Assessment of child's needs and measures required

Where information obtained by the School indicates that the child has a disability, the School will seek to identify the exact nature of the child's needs and the strategies required to address them.

Having obtained this information, the School will determine whether the child, if enrolled, would require some measures or actions to assist the child to participate in the School's courses or programs or to use the School's facilities or services that are not required by students who do not have the child's disability.

7. Discrimination

The relevant Legislation listed at the end of this Policy makes it unlawful to discriminate against a person on the grounds of their disability, sex, sexual orientation, gender identity, intersex status or race by

- 8. School not Obligated to Make an Offer:** The School is not obliged to make an offer of place or may defer the offer. In circumstances where the applicant, parent, guardian or sponsor, declined to declare individual needs or circumstances material to the enrolment process, the School may withdraw the offer of a place or defer the offer. The School may terminate a student's enrolment, before or after the student commences at the School, where there are insufficient resources to support a student's needs.

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