

## ENROLMENT PERMISSIONS AND MISCELLANEOUS CONSENTS

**This pack contains a number of additional forms in relation to various activities and consents.**

- **Wellbeing Consent**
- **Online Consent**
- **Off-site Excursions and Activities Permission**
- **School Vehicle Travel Permission Form**
- **Swimming Ability Questionnaire**
- **Student Code of Conduct**
- **Conduct and bearing of all Parents, Carers and visitors**

**Please read and sign each of these permissions / consents and return with the enrolment application form.**

### **Nautilus Campus**

#### **Years 7 - 10**

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### **Yulinbal Campus**

#### **Years 9 & 10**

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**Yulinbal**

## Wellbeing Consent Form

In order to provide the best possible support for each student's learning, social and emotional wellbeing, we need to find out what each individual students needs are. This may come from meeting with a professional psychologist, counsellor, social worker, caseworker and other support persons experienced in knowing how young people are developing.

We would like to work closely with parents to ensure every student gets the full range of support available, but not in any invasive way. These meetings are designed to be confidential, but does need to be thorough and evidence based.

With your permission, we would like to schedule some assessments to find exactly what needs are required, to give the best chance of success for our students.

Sadly, mainstream schooling too often bypasses this sort of supportive approach. So we hope to correct that and allow our young people to have a fresh start.

We hope you can see the significance of these assessments.

**I provide my consent for applicant named below** undergoing confidential assessments as required to determine their needs in learning, wellbeing, social and emotional support.

**I do NOT provide my consent for applicant named below** undergoing confidential assessments as required to determine their needs in learning, wellbeing, social and emotional support.

Applicant/Student Name: \_\_\_\_\_

Parent / Guardian 1 Name: \_\_\_\_\_

Parent / Guardian 1 Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

## Online Consent

Our school provides access to the online services. These increase the range of teaching tools available to staff and will enhance the opportunities available to students.

Our school's online services currently provide:

- Individual email accounts for all students and staff
- Access to the Internet
- Access to the online teaching and learning services such as digital resources and online learning activities and
- Access to online file storage and sharing services

Please note that while every reasonable effort is made by the school to prevent student exposure to inappropriate online content when using the school's online services, it is not possible to completely eliminate the risk of such exposure.

You should also be aware that general Internet browsing by your child from home or locations other than school is not monitored or filtered by the school since it is not conducted via the schools network and that parents/guardian are responsible for supervision of a child's use of the internet from home.

I provide my consent for applicant named below using the schools online facilities and services as described above.

I do NOT provide my consent for applicant named below using the schools online facilities and services as described above.

Applicant/Student Name: \_\_\_\_\_

Parent / Guardian 1 Name: \_\_\_\_\_

Parent / Guardian 1 Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

## Permission to attend Off Site Activities

I hereby support my child's involvement in off-site trips / activities / excursions organised by the school. I acknowledge that the days / venues / times for these activities will vary and involve different sites and experiences.

These off-site activities may consist of, but are not limited to:

- Visiting local areas of interest
- Sport activities at local fields / locations
- Workplace / other educational facility visits

I acknowledge that a number of these activities will meet aspects of fulfilling the mandatory curriculum requirements of the Record of School Achievement (RoSA).

I support these off-site activities and recognise that the expectations and rules that apply to the school as per the student code of conduct and student vehicle/bus code of conduct also apply to these off-site activities.

Offsite activities facilitated by external providers will have separate permissions issued which may require further parental / guardian consent.

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

Student Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

I **provide my consent for** my child names above to participate in offsite activities.

I **do NOT provide my consent for** my child names above to participate in offsite activities.

Parent / Guardian 1 Name: \_\_\_\_\_

Parent / Guardian 1 Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

As many locations are not accessible within walking distance, the Vehicle/Bus Travel Permission forms must also be completed.

## School Vehicle/Bus Travel Permission Form

Student Name	
Student Address	
Travel Details (Check relevant boxes)	<input type="checkbox"/> Morning Pick Up <input type="checkbox"/> Afternoon Drop Off  <input type="checkbox"/> Offsite activities / excursions (in accordance with the offsite activities permission form)
Prior to all travel, checks will include	<ul style="list-style-type: none"> <li>• The proposed driver is approved by the Mid North Coast Community College to drive the school vehicles</li> <li>• The school proposed driver is licensed for the relevant school vehicles</li> <li>• The school proposed driver is not disqualified or suspended from driving; and is not subject to any impediments to his/her ability to drive a motor vehicle or other vehicle.</li> <li>• The vehicle in which the student is to be transported is registered and covered by NSW compulsory third party insurance</li> <li>• To the best of the school's knowledge the vehicle used to transport student is roadworthy, safe for normal road use and suitable for the purpose to which it will be used</li> <li>• The number of passengers will not exceed the number of seatbelts</li> </ul>
Parent / Guardian Consent	<p>I consent to my child undertaking vehicle travel in school vehicles as indicated above (morning pick-up / afternoon drop-off / offsite activities)</p> <p>If my child is utilising the morning pick up and afternoon drop off facility I understand this is only available from students address on file unless separate permission from the school principal has been obtained.</p>
Parent / Guardian Name	
Parent / Guardian Signature	
Dated	

## Swimming Ability Questionnaire

I am able to swim the following distance without assistance

Distance	Yes or No
I cannot swim	
25 Metres	
50 Metres	
100 Metres	
200 Metres	

I swim regularly in the following locations

Location	Yes or No
Pool	
Beach	
River	
Lake	
I don't swim	

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

Student Signature: \_\_\_\_\_

Parent / Carer Name: \_\_\_\_\_

Parent / Carer Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

## Student Code of Conduct

Students have a code of conduct that affects all aspects of their participation at the school. Students are asked to conduct themselves in accordance with the code whilst involved with the school, both on premises and on outings.

<b>RESPECT:</b> Respect for self Respect for others Respect for staff	<b>RESPONSIBILITY:</b> For own learning For own actions For others reactions For the environment	<b>HONESTY:</b> Be honest with yourself and honesty will follow from others
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**Rights and Responsibilities:** All staff and students have responsibilities to fulfil. When all responsibilities are met, the rights of all are protected.

<b>We all have a right to:</b>	<b>It is our responsibility:</b>
1. Be happy at school and to be treated with understanding.	To respect the rights of others. It is our responsibility to treat others with understanding, not laugh at others, tease others, or try to hurt their feelings.
2. Be treated respectfully and fairly.	To treat others politely and with respect. It is our responsibility to respect the experience of the School staff. It is our responsibility to be truthful and treat others fairly.
3. Be safe.	Not to do anything which may threaten or cause danger to myself or others. It is our responsibility to tell staff if there is any danger around a classroom or on the premises
4. Expect our property to be safe.	Not to steal, damage or destroy the property of others. It is our responsibility to ask permission before using the goods of someone else. It is our responsibility to take proper care of School property and equipment. To be well behaved in class and not disturb others. It is our responsibility to keep up-to-date with work in class and also with homework. It is our responsibility to attend school regularly and to be punctual.
5. Get an education at our school.	To be well behaved in class and not disturb others. It is our responsibility to keep up-to-date with work in class and also with homework. It is our responsibility to attend school regularly and to be punctual.
6. Be protected against threats to our health.	To be careful about our health. To be considerate of our health while undertaking learning and to encourage others to do the same
7. Have a pleasant, clean and well-maintained school and grounds.	To care for the School environment - keep it neat and clean, and be prepared to remove litter.
8. Benefit from the good name of the school.	To behave so that the community will respect our school.
9. Make our own decisions.	To make sensible decisions and to face the consequences of our decisions.

I have read the above Student Code of Conduct, Rights and Responsibilities acknowledge that I understand and agree to follow them:

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Dated:            \_\_\_ / \_\_\_ / \_\_\_

## Purpose

The school is committed to ensuring a respectful learning environment that is safe, positive and supportive for all students, staff and visitors of the School. It is the intention of the school to provide clear guidelines to all parents, carers and visitors regarding the conduct expected of them whilst on the School premises, engaging in School related activities or representing the School. Parents, carers and visitors are expected to uphold the School's core values at all times.

## Application

This Code applies to all parents and visitors to the School. The application of this Code is not limited to the School site and School hours. It extends to all activities and events that are school-related and when visiting or representing the School. The Code also requires that parent or visitor actions do not bring the School into disrepute at any time regardless of whether the action occurs within or outside of School activities.

## Definition of a 'Parent, Carer or Visitor'

For the purposes of this policy, a 'Parent', Carer or 'Visitor' includes anyone visiting the School who is not a current student, employee, contractor or volunteer.

**Conduct and Bearing of All Parents, Carers and Visitors:** It is expected that every parent, carer and visitor will:

- uphold the School's core beliefs and values;
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;
- abide by all health and safety rules and procedures operating within the School and other locations at which they may visit whilst representing the School;
- ensure that their actions do not bring the School into disrepute;
- respect the authority of members of staff and observe School rules as required;
- strictly adhere to the School's policies and procedures as required;
- behave with courtesy and consideration for others;
- refrain from all forms of bullying and harassment;
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the School, employees or students of the School (including activities on social media);
- respect School property and the property of staff, contractors, volunteers and other students;
- not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health whilst visiting the School site, attending School functions or engaging in School based activities.

**Unacceptable Conduct:** Unacceptable conduct includes, but is not limited to:

- inappropriate touching, handling, pushing of students, children or others
- any form of physical or verbal violence including fighting, assault or threats of violence;
- conduct that could be construed as sexual in nature towards or involving students or children;
- any form of cyber bullying or cyber abuse;
- any form of threatening language, gestures or conduct;
- language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, employee, contractor, volunteer or other;
- theft, fraud or misuse of School resources;
- the use of inappropriate or profane words or gestures and images;
- visiting School, attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health;
- smoking on the School premises or within the immediate environs of the School;

## Breach

Parents, carers and visitors who breach the Code of Conduct will be contacted by the Principal. Appropriate action, which may include being banned from coming onto School grounds, attending School functions or School based activities, is at the discretion of the Principal. In accordance with applicable legislation and the School's Child Protection Policy, the Police and/or Department of Communities and Justice will be informed of breaches pertaining to this Code that require such a report.

## Acknowledgement

I have read the above Conduct and Bearing of all parents / carers and visitors and acknowledge that I understand consequences if they are breached.

Parent / Guardian 1 Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Dated: \_\_ / \_\_ / \_\_\_\_