2024

Enrolment Application Form

Curriculum Access Provision for Schools in Youth Justice Settings (SYJS)
Years 9-12

* This includes students from Austinmer Adolescent Unit, a Justice Health Setting

Enquiries should be directed to the Head Teacher Enrolments on (02) 9383 0213

Locked Bag 5000, POTTS POINT NSW 1335
Phone: 9383 0200
Website: https://sydneyh-d.schools.nsw.gov.au
Email: sydneyh-d.school@det.nsw.edu.au

Revised 14 November 2023

Sydney Distance Education High School

Curriculum Access Provision
Schools in Youth Justice Settings
Application Checklist

Applications MUST include the following documentation.   ✓ **Tick if item is included**

Who is enrolling? .... ☐

Reason for enrolment .... ☐

Supervisor's information .... ☐

Supervisor's agreement .... ☐

Curriculum options – course selection for enrolment... ☐

Previous schooling details (if appropriate)... ☐

Getting to Know You .... ☐

Colour perception .... ☐

Copy of the students PLSP (if available)... ☐

Please also include (if available).

Copy of the student's Access Request... ☐

Copy of the student's Risk Assessment/Behaviour Plan .... ☐

Appendix A

Distance Education Supplement: 4. Special Placement Settings (Schools in Youth Justice Settings)

Curriculum Access Provision... ☐

Sydney Distance Education High School

CURRICULUM ACCESS PROVISION APPLICATION

Schools in Youth Justice Settings (SYJS)

Years 9-12

Who is enrolling?

The student seeks enrolment in *(Please tick box)*

☐ **Year 9**   ☐ **Year 10**   ☐ **Year 11**   ☐ **Year 12**

Student's first name _____   Family name _____
(Please print clearly)

Student's date of birth _____   ☐ Male   ☐ Female

Reason for enrolment

Application for enrolment at SDEHS can only be made for the following reason.

☐   4 Curriculum Access Provision:
Students who attend **special placement setting** (SYJS – available for Stage 5 and Stage 6 only)

OFFICE USE ONLY

☐   Enrolment approved by Principal
Head Teacher Enrolments (signature*)* _____   Date _____

Requirements for supervisors – Settings (SYJS only)

The student's supervisor will:

- identify restrictions to student's access to technology and/or specific curriculum content based on independent risk

- liaise with the school about the program of learning that will be provided for the student and the scheduling of the student's and supervisor's time for engaging in schoolwork and the completion of set tasks

- supervise the student during schoolwork activities

- support and encourage the student through assistance with locating materials and resources needed for lessons, development of a timetable for work, provision of a suitable workplace and basic equipment

- ensure that the student follows the course developed by the school and addresses, with diligence and sustained effort, the set tasks and experiences provided by the school

- interact with the student as required by the learning materials

- interpret and explain to the student the spirit and intention of instructions or comments included in lesson materials or in messages from the distance education teacher

- provide feedback to the distance education teacher on the student's responses to the lesson activities and on the student's performance and interest, including advice about illnesses or absences which have affected the student's ability to complete activities

- monitor the student's participation in elearning and visits from SDEHS staff

- comply with all SDEHS policies and procedures, and ensure tests, examinations and assessment tasks are worked on the date(s) and at the time(s) specified and are submitted by the due date

- provide appropriate conditions for the student and supervise all their examinations and assessment tasks, as requested

- sign the Supervisor's Agreement.

Supervisor's information

Title *(please tick)*   ☐ Mr   ☐ Mrs   ☐ Ms   ☐ Dr

First name _____

Family name _____

Supervisor's email _____

Supervisor's phone _____

Contact details

Setting name _____

Setting address _____

Suburb _____   State _____   Postcode _____

Setting email _____

Setting phone (_____) _____   Setting fax _____

Supervisor's agreement

The **supervisor** must provide appropriate supervision for the student in their learning environment.

The **supervisor** must arrange for supervision of the student's assessment tasks and examinations and take full responsibility for precautions and safety in all practical work. All formal communication will be addressed to the supervisor.

The **supervisor** ensures the following:

■   work will be completed and submitted in all courses on a weekly basis

■   the supervisor will be contactable by phone, email or voicemail

■   tests, examinations, assessment tasks and assignments will be conducted under strict supervision, ensuring that they are the unaided work of the student

■   tests, examinations and assessment tasks will be worked on the date(s) and at the time(s) specified and will be submitted by the due date.

The **supervisor** agrees to:

■   provide their signature on paper-based work posted to SDEHS

Note: Any completed Set/Examination Paper/Assessment Task received at SDEHS without the supervisor's signature may be regarded as invalid

■   help to locate necessary materials and resources

■   develop a timetable that provides for the required number of hours of study each week

■   provide a suitable work/study area for the student

■   ensure that the student satisfactorily participates in oral and practical work as prescribed by the course

■   ensure the portfolios of work, major projects and the practical components of relevant courses are completed when required

■   provide advice about illness or absences which affect the student's ability to complete set activities.

IMPORTANT: Not complying with the above conditions may lead to a student not meeting course requirements or a review of the student's enrolment.

For students who do not meet the condition of enrolment relating to regular return of work and completion of assessment tasks, the school may reduce the student's program of study to a part program (Years 9-10) or pathways (Years 11-12).

I certify that the above conditions will be met.

Supervisor's signature _____   Date _____

Supervisor's agreement seen and understood by student.

Student's name _____   _____   _____
                                    (First name)   *(Family name)*   *(Year)*

Student's signature _____   Date _____

Curriculum Options – course selections for enrolment

Year 9 Courses

Students **already enrolled in Year 9** may continue with the electives they are currently studying. Elective courses contribute towards the completion of Year 10.

The courses for Year 9 are listed below in two groups. **Core courses** are all *mandatory*.

Elective courses – *Two* elective courses must be chosen.

Core courses – These courses are **mandatory.**

Enrolment in Middle School is possible, if appropriate.   Middle School requested ☐ Yes ☐ No

- English
- Geography
- History
- Mathematics
- Science
- Personal Development/Health/Physical Education

Elective courses

Two of these courses may be chosen. Tick two boxes only.

☐ Agricultural Technology
☐ Commerce
☐ Computing Technology
☐ Food Technology
☐ History Elective
☐ Music

☐ Photographic & Digital Media
☐ Physical Activity & Sports Studies
☐ Textiles Technology
☐ Visual Art
☐ Visual Design

Industrial Technology

☐ Automotive
☐ Building & Construction
☐ Electronics

Note: Industrial Technology Courses are available for ONE year only – either Year 9 or 10

Year 10 Courses

Students progressing to Year 10 or already enrolled in Year 10 must continue with **at least one** of their Year 9 electives. This will be the mandatory 200 hour elective to meet Year 10 requirements. Students **may** continue with their other Year 9 elective if they choose.

OR

Students **may** choose one new elective. They will study this elective for 100 hours in Year 10 only.

Core courses are all *mandatory*. **Elective courses:** *Two* elective courses must be chosen.

The Year 10 program can be modified to satisfy a student's particular circumstances eg part program (where a student completes Year 10 over 2 years).

Core courses – These courses are **mandatory.**

- English
- Geography
- History
- Mathematics
- Science
- Personal Development/Health/Physical Education

Additional course

- Career Education

Enrolment in Middle School is possible, if appropriate. Middle School requested ☐ Yes ☐ No

Mathematics students must indicate which Mathematics pathway they wish to study. A change may be advised after enrolment.

Tick the appropriate box ☐ Stage 5.1   ☐ Stage 5.2   ☐ Stage 5.3 *(most challenging pathway)*

Elective courses

Two of these courses may be chosen. Tick either one or two boxes.

*Please indicate if the elective you have chosen is **new** or **continued** from Year 9.*

New Continued

- ☐ ☐ Agricultural Technology
- ☐ ☐ Commerce
- ☐ N/A Computing Technology
- ☐ ☐ Food Technology
- ☐ ☐ History Elective
- N/A ☐ Information & Software Technology

Note: *Information and Software Technology is available for Year 10 only if completed in Year 9 2023*

New Continued

- ☐ ☐ Music
- ☐ ☐ Photographic & Digital Media
- ☐ ☐ Physical Activity & Sports Studies
- ☐ ☐ Textiles Technology
- ☐ ☐ Visual Arts
- ☐ ☐ Visual Design

Industrial Technology

New

- ☐ Automotive
- ☐ Building & Construction
- ☐ Electronics

Note: *Industrial Technology Courses are available for ONE year only – either Year 9 or 10*

Year 11 and Year 12 Courses

Have you completed the NESA *HSC: All My Own Work*? ☐ Yes ☐ No

Year 11 students	Year 12 students
☐ **Full course** – **select twelve (12)** units from the options below. English is mandatory.	☐ **Full course** – **select ten (10)** units from the options below. English is mandatory.
☐ **Pathways** – select a **minimum of three (3) courses** from the options below.	☐ **Pathways** – select a **minimum of three (3) courses** from the options below.

Pathways students should be enrolled in a minimum of **three (3)** courses at any one time.

Tick the appropriate boxes to give you the total number of units that you need.

BOARD DEVELOPED COURSES

MANDATORY COURSES

		Year 11	Year 12
English Advanced	2U	☐	☐
English Standard	2U	☐	☐
English Studies	2U	☐	☐
(2024 only – Category B – ATAR possible)			
English Extension 1	1U	☐	☐
Life Ready *(Year 11 only – mandatory)*		☐	N/A

OPTIONAL COURSES

		Year 11	Year 12
Aboriginal Studies	2U	☐	☐
Agriculture	2U	☐	☐
Ancient History	2U	☐	☐
Biology	2U	☐	☐
Business Studies	2U	☐	☐
Chemistry	2U	☐	☐
Community & Family Studies	2U	☐	☐
Design & Technology	2U	☐	☐
Earth & Environmental Science	2U	☐	☐
Economics	2U	☐	☐
Engineering Studies	2U	☐	☐
Enterprise Computing	2U	☐	N/A
(Year 12 N/A until 2025)			
Food Technology	2U	☐	☐
Geography	2U	☐	☐
History Extension *(Year 12 only)*	1U	N/A	☐
Industrial Technology – Multimedia Technologies	2U	☐	☐
Information Processes & Technology *(Year 12 must be completed in 2024)*	2U	N/A	☐
Legal Studies	2U	☐	☐

OPTIONAL COURSES

		Year 11	Year 12
Mathematics Standard *(Year 11 only)*	2U	☐	N/A
Mathematics Standard 1 *(Year 12 2024 only – Category B – ATAR possible)*	2U	N/A	☐
Mathematics Standard 2 *(Year 12 only)*	2U	N/A	☐
Mathematics Advanced	2U	☐	☐
Mathematics Extension 1 *(Only provided when Mathematics Advanced also studied at SDEHS)*	1U	☐	☐
Mathematics Extension 2 *(Year 12 only)*	1U	N/A	☐
Modern History	2U	☐	☐
Music 1	2U	☐	☐
Music 2	2U	☐	☐
PD/H/PE	2U	☐	☐
Physics	2U	☐	☐
Society & Culture	2U	☐	☐
Software Design & Development *(Year 12 only, must be completed in 2024)*	2U	N/A	☐
Software Engineering *(Year 12 N/A until 2025)*	2U	☐	N/A
Studies of Religion	2U	☐	☐
Studies of Religion	1U	☐	☐
Textiles & Design	2U	☐	☐
Visual Arts	2U	☐	☐

CONTENT ENDORSED COURSES (NON ATAR)

		Year 11	Year 12
Computing Applications	2U	☐	☐
Computing Applications *(Year 12 only)*	2U	N/A	☐
Exploring Early Childhood *(Year 11 or Year 12)*	1U	☐	☐
Marine Studies	2U	☐	☐
Marine Studies *(Year 12 only)*	2U	N/A	☐
Numeracy *(Year 12 N/A until 2025)*	2U	☐	N/A
Photography, Video & Digital Imaging	2U	☐	☐
Sport Lifestyle & Recreation	2U	☐	☐
Sport Lifestyle & Recreation *(Year 12 only)*	2U	N/A	☐
Sport Lifestyle & Recreation	1U	☐	☐
Sport Lifestyle & Recreation *(Year 11 only)*	1U	☐	N/A
Visual Design	2U	☐	☐
Visual Design *(Year 12 only)*	2U	N/A	☐
Work Studies	2U	☐	☐
Work Studies *(Year 12 only)*	2U	N/A	☐
Work Studies	1U	☐	☐
Work Studies *(Year 12 only)*	1U	N/A	☐

Total number of units selected:

Year 11 Courses	Year 12 Courses
☐	☐

Previous schooling details

☐ For students who have already been enrolled in a school for part of the **current year**, indicate the work covered so far in the table below.

☐ Photocopies of any reports for the **current academic year**.

☐ Photocopy of the student's most recent *NESA Confirmation of Entry* (if available).

Topics or units already covered this year	Textbooks used (titles and authors)
English	
Course 2 _____	
Course 3 _____	
Course 4 _____	
Course 5 _____	
Course 6 _____	
Course 7 _____	
Course 8 _____	

Getting to know you

Your teachers would like to get to know you. This makes it easier for us to guide and help you.
Please help by completing this page to tell us about yourself.

Whenever you see a box like this, ☐ place a tick in the box if your answer is YES ☑.

If you'd like to add more, write on your own paper and attach it to these sheets.

Tell us about yourself

My name is _____

I am in Year _____

I have _____ brother(s) and _____ sister(s)

Which school courses do you like best? List them all in order of preference.

1. _____   3. _____

2. _____   4. _____

Have you been involved in a Peer Support Program? ☐ _____

If yes, where and when? _____

Have you done Peer Support Leadership Training? ☐ _____

If yes, where and when? _____

What do you like to read? *(Examples may be novels, science-fiction, mystery stories, poetry, magazines.)*

_____

Which newspapers, comics and magazines do you read? _____

What are your favourite TV programs? _____

_____

What else do you like to do?

☐ listening to the radio   ☐ playing video or computer games

☐ listening to music   ☐ hobbies _____

☐ caring for pets   ☐ playing a sport _____

☐ singing or playing a musical instrument   ☐ other _____

What do you think you might do when you leave school? _____

Colour perception

This colour perception activity helps us to learn how students see different colours.

Any possible indentified colour perception issues will be communicated to the student's Year Adviser.

The results of any professional assessment, eg by an ophamologist, may then be provided to the Year Adviser so teachers can be informed.
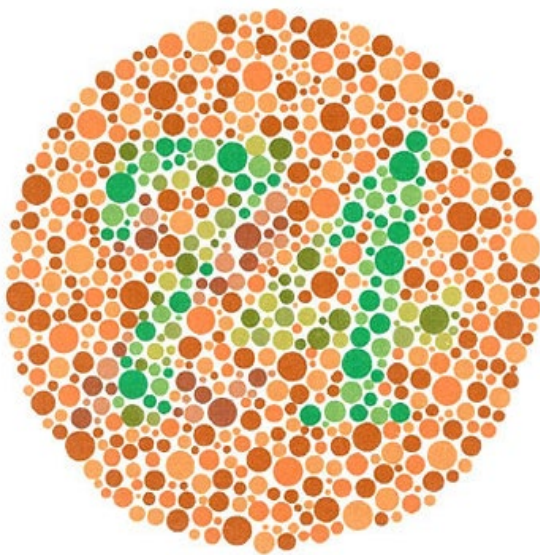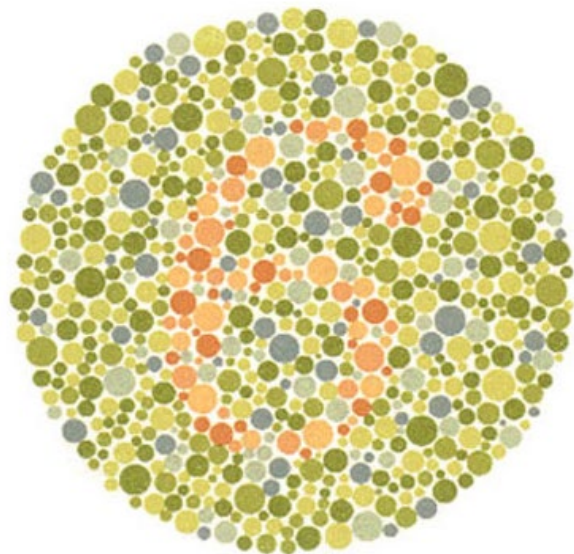
In each circle, what number do you see?
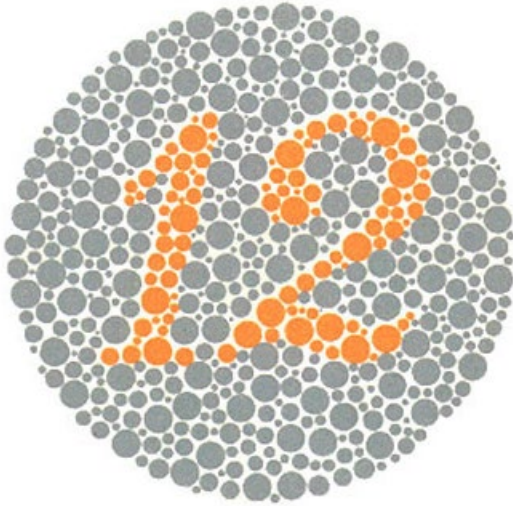
I see the number [ ]
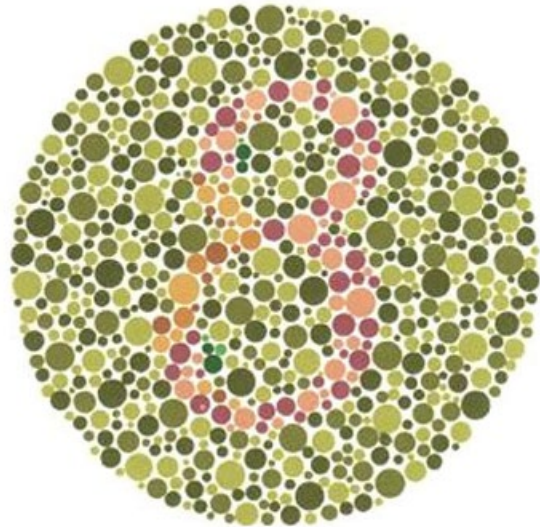
I see the number [ ]

I see the number [ ]

I see the number [ ]

(Blank page)

Distance Education Supplement
4. Special Placement Settings
(Schools in Youth Justice Settings)
Curriculum Access Provision

Distance education can only be used as part of a documented Personalised Learning and Support Plan for a student in this setting.

(Please print clearly)

Setting name_____ **Contact person** _____

Phone_____ **Fax** _____ **Email**_____

Student name_____ **Year** _____

Principal of SYJS

As Principal, I certify that:

- the setting is not able to provide curriculum access for the student in a key learning area at an appropriate stage level through any other means than distance education
- I have provided additional documentation deemed necessary to develop an appropriate learning program for the student
- as far as practical the setting will manage the transition to another education setting or detention centre
- I understand the SYJS manages student NESA entries.

Also, I certify that:

- the student meets all eligibility conditions for the selected courses
- a member of the teaching staff has been nominated to supervise the study arrangements of the student, including assignments, formal examinations and assessment tasks
- time will be allocated for the student to study courses, including daily study/work periods and times when distance education teachers can contact supervisors, including access to video conferencing where appropriate
- procedures will be in place to ensure that the student will regularly return work and complete all tasks including assignments, formal examinations and assessment tasks
- the student is informed that they are required to return work each week or to meet alternative minimum standards set by the distance education school.

I confirm that:

☐   the student has been "shared" on ERN.

Documentation required

☐   SDEHS Curriculum Access Provision Application Form for Schools in Youth Justice Settings Years 9-12.

☐   The student's Personalised Learning and Support Plan (if available).

☐   The student's Personalised Learning Pathways for Aboriginal Students (if appropriate).

☐   Additional documentation deemed necessary to develop an appropriate learning program for the student, if readily available.

☐   A Risk Assessment.

I have reviewed the documentation for this application for distance education.

I request curriculum access for the student whose name appears on the document.

Principal's name_____

Principal's signature_____ Date _____

Request for Change of Supervisor Settings (SYJS only)

(Please print clearly)

Student's first name _____ **Family name** _____

Requirements for new supervisors

The student's supervisor will:

- identify restrictions to student's access to technology and/or specific curriculum content based on independent risk
- liaise with the school about the program of learning that will be provided for the student and the scheduling of the student's and supervisor's time for engaging in schoolwork and the completion of set tasks
- supervise the student during schoolwork activities
- support and encourage the student through assistance with locating materials and resources needed for lessons, development of a timetable for work, provision of a suitable workplace and basic equipment
- ensure that the student follows the course developed by the school and addresses, with diligence and sustained effort, the set tasks and experiences provided by the school
- interact with the student as required by the learning materials
- interpret and explain to the student the spirit and intention of instructions or comments included in lesson materials or in messages from the distance education teacher
- provide feedback to the distance education teacher on the student's responses to the lesson activities and on the student's performance and interest, including advice about illnesses or absences which have affected the student's ability to complete activities
- monitor the student's participation in elearning and visits from SDEHS staff
- comply with all SDEHS policies and procedures, and ensure tests, examinations and assessment tasks are worked on the date(s) and at the time(s) specified and are submitted by the due date
- provide appropriate conditions for the student and supervise all their examinations and assessment tasks, as requested
- sign the Supervisor's Agreement.

New supervisor's information

Title *(please tick)*   ☐ Mr   ☐ Mrs   ☐ Ms   ☐ Dr

First name _____

Family name _____

Supervisor's relationship to student _____

Contact details

Work phone (_____) _____

Mobile phone _____

Preferred contact phone number during school hours.
_____

Email _____

Supervisor's agreement

The **supervisor** must provide appropriate supervision for the student in their learning environment.

The **supervisor** must arrange for supervision of the student's assessment tasks and examinations and take full responsibility for precautions and safety in all practical work. All formal communication will be addressed to the supervisor.

The **supervisor** ensures the following:

- work will be completed and submitted in all courses on a weekly basis

- the supervisor will be contactable by phone, email or voicemail

- tests, examinations, assessment tasks and assignments will be conducted under strict supervision, ensuring that they are the unaided work of the student

- tests, examinations and assessment tasks will be worked on the date(s) and at the time(s) specified and will be submitted by the due date.

The **supervisor** agrees to:

- provide their signature on paper-based work posted to SDEHS

  Note: Any completed Set/Examination Paper/Assessment Task received at SDEHS without the supervisor's signature may be regarded as invalid

- help to locate necessary materials and resources

- develop a timetable that provides for the required number of hours of study each week

- provide a suitable work/study area for the student

- ensure that the student satisfactorily participates in oral and practical work as prescribed by the course

- ensure the portfolios of work, major projects and the practical components of relevant courses are completed when required

- provide advice about illness or absences which affect the student's ability to complete set activities.

IMPORTANT: Not complying with the above conditions may lead to a student not meeting course requirements or a review of the student's enrolment.

For students who do not meet the condition of enrolment relating to regular return of work and completion of assessment tasks, the school may reduce the student's program of study to a part program (Years 9-10) or pathways (Years 11-12).

I certify that the above conditions will be met.

Supervisor's signature _____ Date _____

Supervisor's agreement seen and understood by student.

Student's name _____ _____ _____
                  (First name)   *(Family name)*   *(Year)*

Student's signature _____ Date _____