

2025

Enrolment Application Form

Accessing Curriculum Provision for Schools within Youth Justice Centres (SYJC) 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>

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Revised 18 December 2024



Sydney Distance Education High School



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Curriculum Access Provision

Schools within Youth Justice Centres

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 Specialist Settings (Schools within Youth Justice Centres)

Accessing Curriculum Provision ☐

Sydney Distance Education High School

Accessing Curriculum Provision Application

Schools within Youth Justice Centres (SYJC)

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 preferred first name _____ Preferred pronoun _____
(If different to first name) (he/she/they)

Student's date of birth _____

I am aware that the student's first name on the birth certificate will be used on all official school documents such as school reports, formal warning letters (Years 10, 11 and 12), Department email address and NESA documentation. It is also the name displayed on the Student Portal and Microsoft Teams. Please tick ☐

I understand the preferred first name will be used on elearning and school certificates and awards, and all other school documents eg. school newsletters and Presentation Day awards and programs. Please tick ☐

I would like the school to contact me about the name to be used on documentation for my transgender student. Please tick ☐

Reason for enrolment

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

☐

Accessing curriculum provision for **specialist setting** (SYJC – available for Stage 5 and Stage 6 only)

OFFICE USE ONLY

☐

Enrolment approved by Principal

Head Teacher Enrolments (signature) _____ Date _____

Requirements for supervisors – Specialist Settings (SYJC 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 ☐ Ms ☐ Mrs ☐ Dr

First name _____

Family name _____

Supervisor's email _____

Supervisor's phone _____

Contact details

Setting name _____

Setting address _____

Suburb _____ State _____ Postcode _____

Setting email _____

Setting phone _____

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 supervision of all elearning coursework
- 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 must 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

-
- ☐ Paper based only
 - ☐ elearning only
 - ☐ Blended – paper based and elearning

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

Elective courses

Two of these courses must be chosen. Tick two electives only.

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

New Continued
from Year 9

- | | | |
|--------------------------|--------------------------|-------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Agricultural Technology |
| <input type="checkbox"/> | <input type="checkbox"/> | Commerce |
| <input type="checkbox"/> | <input type="checkbox"/> | Computing Technology |
| <input type="checkbox"/> | <input type="checkbox"/> | Food Technology |
| <input type="checkbox"/> | <input type="checkbox"/> | History Elective |
| <input type="checkbox"/> | <input type="checkbox"/> | Music |

New Continued
from Year 9

- | | | |
|--------------------------|--------------------------|---------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Photographic & Digital Media |
| <input type="checkbox"/> | <input type="checkbox"/> | Physical Activity & Sports
Studies |
| <input type="checkbox"/> | <input type="checkbox"/> | Textiles Technology |
| <input type="checkbox"/> | <input type="checkbox"/> | Visual Arts |
| <input type="checkbox"/> | <input type="checkbox"/> | Visual Design |

Industrial Technology

New

- | | |
|--------------------------|-------------------------|
| <input type="checkbox"/> | Automotive |
| <input type="checkbox"/> | Building & Construction |
| <input type="checkbox"/> | Electronics |

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

-
- | | |
|--------------------------|-------------------------------------|
| <input type="checkbox"/> | Paper based only |
| <input type="checkbox"/> | elearning only |
| <input type="checkbox"/> | Blended – paper based and elearning |

Year 11 and Year 12 Courses

Have you completed the NESA HSC: All My Own Work?

☐ Yes

☐ No

Year 11 students	Year 12 students
<input type="checkbox"/> Full course – select twelve (12) units from the options below. English is mandatory.	<input type="checkbox"/> Full course – select ten (10) units from the options below. English is mandatory.
<input type="checkbox"/> Pathways – select a minimum of three (3) courses from the options below.	<input type="checkbox"/> 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	YEAR	YEAR	COURSE OPTIONS	YEAR	YEAR	CONTENT ENDORSED COURSES	YEAR	YEAR
MANDATORY COURSES	11	12		11	12	(Non ATAR)	11	12
English Advanced	2U	<input type="checkbox"/>	Legal Studies	2U	<input type="checkbox"/>	Computing Applications	2U	<input type="checkbox"/>
English Standard	2U	<input type="checkbox"/>	Mathematics Standard	2U	<input type="checkbox"/>	Computing Applications	2U	N/A
English Studies	2U	<input type="checkbox"/>	<i>(Year 11 only)</i>			<i>(Year 12 only)</i>		
English Extension 1	1U	<input type="checkbox"/>	Mathematics Standard 1	2U	N/A	Exploring Early Childhood	1U	<input type="checkbox"/>
Life Ready <i>(Year 11 only – mandatory)</i>	<input type="checkbox"/>	N/A	Mathematics Standard 2	2U	N/A	<i>(Year 11 or Year 12)</i>		
			<i>(Year 12 only)</i>			Financial Management	2U	N/A
			Mathematics Advanced	2U	<input type="checkbox"/>	<i>(Year 12 N/A until 2026)</i>		
COURSE OPTIONS			Mathematics Extension 1	1U	<input type="checkbox"/>	Marine Studies	2U	<input type="checkbox"/>
Aboriginal Studies	2U	<input type="checkbox"/>	<i>(Only provided when Mathematics</i>			Marine Studies <i>(Year 12 only)</i>	2U	N/A
Agriculture	2U	<input type="checkbox"/>	<i>Advanced also studied at SDEHS)</i>			Numeracy	2U	<input type="checkbox"/>
Ancient History	2U	<input type="checkbox"/>	Mathematics Extension 2	1U	N/A	Photography, Video &	2U	<input type="checkbox"/>
Biology	2U	<input type="checkbox"/>	<i>(Year 12 only)</i>			Digital Imaging		
Business Studies	2U	<input type="checkbox"/>	Modern History	2U	<input type="checkbox"/>	Sport Lifestyle & Recreation	2U	<input type="checkbox"/>
Chemistry	2U	<input type="checkbox"/>	Music 1	2U	<input type="checkbox"/>	Sport Lifestyle & Recreation	2U	N/A
Community & Family Studies	2U	<input type="checkbox"/>	Music 2	2U	<input type="checkbox"/>	<i>(Year 12 only)</i>		
Design & Technology	2U	<input type="checkbox"/>	Music Extension <i>(Year 12 only)</i>	1U	N/A	Sport Lifestyle & Recreation	1U	<input type="checkbox"/>
Earth & Environmental Science	2U	<input type="checkbox"/>	PD/H/PE	2U	N/A	Sport Lifestyle & Recreation	1U	N/A
Economics	2U	<input type="checkbox"/>	<i>(Year 12 only, must be completed in 2025)</i>			<i>(Year 12 only)</i>		
Engineering Studies	2U	<input type="checkbox"/>	Physics	2U	<input type="checkbox"/>	Visual Design	2U	<input type="checkbox"/>
Enterprise Computing	2U	<input type="checkbox"/>	Society & Culture	2U	<input type="checkbox"/>	Visual Design <i>(Year 12 only)</i>	2U	N/A
Food Technology	2U	<input type="checkbox"/>	Software Engineering	2U	<input type="checkbox"/>	Work Studies	2U	<input type="checkbox"/>
Geography	2U	<input type="checkbox"/>	Studies of Religion	2U	<input type="checkbox"/>	Work Studies <i>(Year 12 only)</i>	2U	N/A
Health and Movement Science	2U	<input type="checkbox"/>	Studies of Religion	1U	<input type="checkbox"/>	Work Studies	1U	N/A
<i>(Year 12 N/A until 2026)</i>			Textiles & Design	2U	<input type="checkbox"/>	<i>(Year 12 only, must be completed in 2025)</i>		
Industrial Technology –	2U	<input type="checkbox"/>	Visual Arts	2U	<input type="checkbox"/>	Work Studies <i>(Year 12 only)</i>	1U	N/A
Multimedia								

Total number of units selected:

Year 11 Courses

Year 12 Courses

- ☐ Paper based only
☐ elearning only
☐ Blended – paper based and elearning

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 any co-curricular experiences at school eg peer support or sport? ☐ _____

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 or films? _____

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? _____

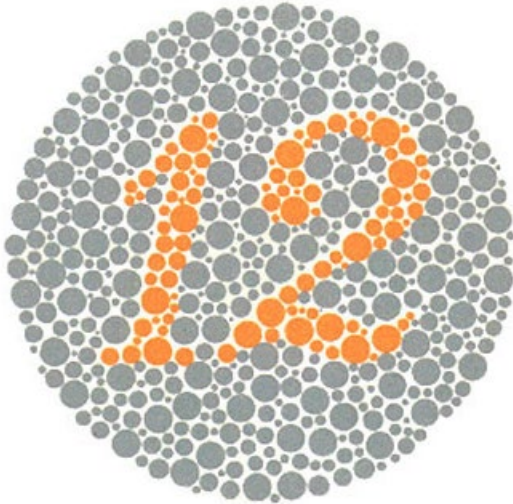
Colour perception

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

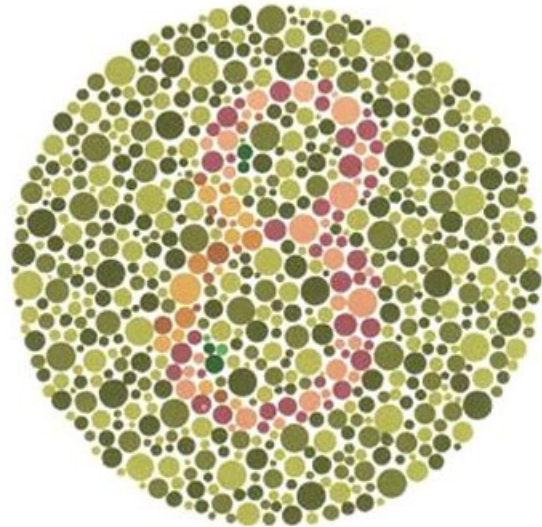
Any possible identified colour perception issues will be communicated to the student's Year Adviser.

The results of any professional assessment, eg by an ophthalmologist, may then be provided to the Year Adviser so teachers can be informed.

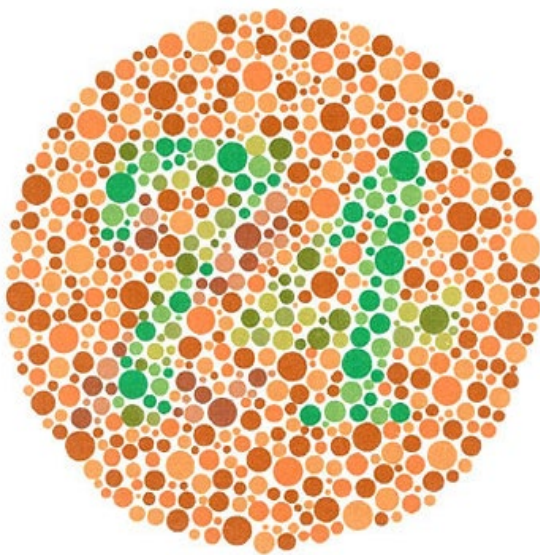
In each circle, what number do you see?



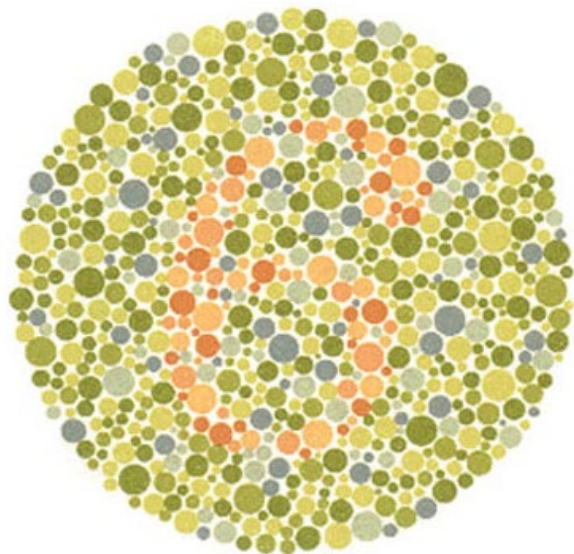
I see the number



I see the number



I see the number



I see the number

Distance Education Supplement Specialist Settings (Schools within Youth Justice Centres) Accessing Curriculum Provision

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

Setting name _____ Contact person _____
(Please print clearly)

Phone _____ Email _____

Student's name _____ Year _____

Principal of SYJC

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 SYJC manages student NESA entries
- I understand that SYJC will apply for Disability Provisions.

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.

Documentation required

- ☐ SDEHS Accessing Curriculum Provision Application for Schools within Youth Justice Centres Years 9-12.
- ☐ The student's Personalised Learning and Support Plan.
- ☐ 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.

- ☐ 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 Specialist Settings (SYJC only)

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

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 ☐ Ms ☐ Mrs ☐ Dr

First name _____

Family name _____

Supervisor's relationship to student _____

Contact details

Work phone _____

Mobile phone _____

Email _____

Preferred contact phone number during school hours.

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 supervision of all elearning coursework
- 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 _____

Request for Change of Specialist Setting (SYJC to SYJC only)

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

Student's preferred name _____ Preferred pronoun _____
(if different to first name) (he/she/they)

Student's date of birth _____ Year _____

I am aware that the student's first name on the birth certificate will be used on all official school documents such as school reports, formal warning letters (Years 10, 11 and 12), Department email address and NESA documentation. Please tick ☐

I would like the school to contact me about the name to be used on documentation for my transgender student. Please tick ☐

I would like the preferred name used on certificates and all other unofficial school documents. Please tick ☐

Student's previous enrolment

Name of SYJC _____

Name of previous supervisor _____

Reason for change of SYJC _____

Student's new enrolment

Name of SYJC _____

Address _____

Work phone _____

School email _____

I confirm that:

- ☐ there are no changes to the student's current program of study
- ☐ paper based only
- ☐ elearning only
- ☐ blended – paper based and elearning.

Documentation required

The following documents have been attached:

- ☐ Appendix B – Request for Change of Supervisor.
- ☐ The student's Personalised Learning and Support Plan.
- ☐ 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.

Principal of SYJC

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 SYJC 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 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 _____