Fact Sheet – Exemptions from Compulsory Schooling and Participation

Information for Non-State Schools on the Process for Exemptions from Compulsory Schooling and Participation

Application for exemption
An application for exemption must be submitted for approval in the event that:

- a child of compulsory school age can not attend school or it would be unreasonable in the circumstances to require the child to attend school, for a period of more than 10 consecutive school days
- a young person in the compulsory participation phase can not participate in any eligible option or it would be unreasonable to require the young person to participate in any eligible option.

An exemption from compulsory schooling is not required for a student to undertake a recognised apprenticeship or traineeship. However, a student of compulsory school age would require an exemption in order to undertake other employment during the time when the student would usually participate in their educational program.

A student in the compulsory participation phase requires a partial exemption if seeking to combine part-time work with education and/or training. A student in the compulsory participation phase does not require an exemption to engage in full-time work.

Process
Parents must complete an Application for Exemption from Compulsory Schooling (non-state school) form for a child of compulsory school age or an Application for Exemption from Compulsory Participation form for a young person in the compulsory participation phase. Forms are available for download from the Non-State Schools Accreditation Board website.

The Education (General Provisions) Act 2006 (s186, s244) requires that applications for exemption be granted by the chief executive. In the case of non-state schools, the chief executive, Director-General, Education and Training, has delegated responsibility for approval of exemptions to the Assistant Director-General, Tertiary and Non-State Education. All applications for exemption once completed and signed by the responsible parent and principal should be forwarded to the Office of Non-State Education for approval (as stated on the application form).

Further information
For more information on the application process for exemptions from compulsory schooling and participation contact the Office of Non-State Education on (07) 3235 9947.
**Part A (Please type or print clearly)**

**To be completed by the parent/carer**

1. Name of student in full

2. Date of birth

3. Number of months until 16th birthday (if secondary school student)

4. Name of school

5. Year level

6. Name of parents/carers

7. Address

8. Home phone

9. Mobile phone

10. Period for which exemption is sought (insert dates):

11. Reasons for seeking exemption (please tick):

   - Illness (if likely to last more than 10 consecutive school days)
   - Family reasons
   - Cultural or religious reasons
   - Work (including short term work in the entertainment industry) (see below)
   - Other reason/s (please list here)

12. Details of reason/s exemption is requested:

   Please attach documentary evidence to support this application (e.g. statement from medical practitioner, etc.):

13. Name of prospective employer

14. Contact name (employer)

15. Telephone:

16. Employer Address

17. Term of work (if not permanent)

18. Nature of work

19. Hours of work offered

__________________________________________  ______________________________________
Signature of parent/carer                      Date
Part B (Please type or print clearly)

To be completed by the principal

<table>
<thead>
<tr>
<th>Student’s Academic History:</th>
<th>(Please detail academic progress and ability; attach recent report card if relevant)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Offered by School:</td>
<td>(Please detail support offered through re-engagement activities, alterations to student’s educational program considered, alternative education options, referrals to support programs, etc)</td>
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<thead>
<tr>
<th>Queensland Studies Authority (QSA) Account:</th>
<th></th>
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<tbody>
<tr>
<td>Where school or district is required to open student account with QSA prior to exemption being granted.</td>
<td>□ QSA Account Number ......................... has been opened</td>
</tr>
<tr>
<td></td>
<td>□ QSA Account will be opened for this student in the year prior to entering compulsory participation phase</td>
</tr>
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<td></td>
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</tr>
<tr>
<td>Attachment/s – documentary evidence to support the above (please list):</td>
<td></td>
</tr>
</tbody>
</table>

Additional Comments Supporting the Application (where applicable):
Please outline reasons why it is in the student’s best interest to receive this exemption. (Further statements of support for this case from Guidance Officers or other specialist personnel should be attached to this form on submission.)

Reasons if it is recommended that conditions be imposed on the exemption or that the exemption be granted for a lesser period than requested.

Principal’s name

Address of School

<table>
<thead>
<tr>
<th>Telephone number</th>
<th>Fax number</th>
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□ I recommend that an exemption be granted for this student as requested.
□ I recommend that an exemption is not granted for this student.
□ I recommend that an exemption for this student be granted with the following conditions:
  0
  0
□ I recommend that an exemption for this student be granted with the following changes to what has been requested:
  0
  0

Principal

Date

Forward by post or fax to:
Manager, Office of Non-State Education, PO Box 15033, City East 4002
Fax (07) 3237 0004