



2018 New student enrolment application form

Saturday School of Community Languages

Office use only: Approved: _____

Assessment required: _____ Data entry: _____

Student information (Please print in capital letters)

Family name: _____ First name: _____

Middle name: _____ Preferred name: _____

Student email: _____

Student mobile number: _____ Date of birth: ____/____/____

Gender: ☐ Male ☐ Female ☐ Other _____

Permission to Publish: ☐ Yes ☐ No NESA number _____

Are you a fee-paying international student? ☐ Yes (see required documents on pg. 4)

☐ No

Weekday school information (Monday to Friday)

School name: _____

School phone: (____) _____

School email: _____

Weekday School SSCL Supervisor name: _____

Weekday School SSCL Supervisor email: _____

Student's weekday school Year in 2018:

☐ Yr 7 ☐ Yr 8 ☐ Yr 9 ☐ Yr 10 ☐ Yr 11 ☐ Yr 12

Application information

Language and course applied for (e.g Year 11 Chinese in Context)

Saturday School Centre _____

Note: Students must attend the SSCL Centre closest to their home address which offers the language course requested. Any request to vary this rule should be made in writing with this application and endorsed by the weekday school principal.

Previous study or knowledge of the language:

At home ☐ Primary school ☐ High school ☐ Community school ☐

Overseas ☐ Which country? _____ Year arrived in Australia _____

If the language is not spoken at home what connection do you have with the language?



Household Information

Address (no. and street) _____

Suburb: _____ Postcode: _____

Home phone: (____) _____

Parent/Carer Information

Parent/carers name: _____

Parent/carers title: ☐ Mr ☐ Mrs ☐ Ms ☐ Other: _____

Relationship to student (e.g. mother) _____

Parent/carers email: _____

Mobile phone: (____) _____

Are you the Primary contact? Yes ☐ No ☐

Are you the Emergency contact on Saturdays? Yes ☐ No ☐

If No, who is the emergency contact? Name _____

Relationship to student: _____ Mobile Phone (____) _____

Does this person have permission to pick up your child from the centre? Yes ☐ No ☐

Student Medical Information (*this section is mandatory*)

It is essential that all questions are completed and the form signed by the parent/carers to ensure we have current medical information in case of an emergency and to guide our teaching of the student.

Allergies

My child has an allergy: Yes ☐ No ☐

Description of allergy _____

Anaphylaxis (*Anaphylaxis is a severe, potentially life threatening, allergic reaction*)

My child: is Anaphylactic Yes ☐ No ☐

carries an EpiPen Yes ☐ No ☐

has a current **ASCIA Action Plan** (less than 18 months) Yes ☐ No ☐

Note: If Yes, a **coloured copy** must be attached to the application

Asthma

My child: has Asthma Yes ☐ No ☐

carries an inhaler Yes ☐ No ☐

has a current **ASTHMA Action Plan** (less than 18 months) Yes ☐ No ☐

Note: If Yes, a **coloured copy** must be attached to the application

Other Medical Conditions (e.g. depression, anxiety, diabetes, epilepsy, ASD)

My child: has a medical condition Yes ☐ No ☐

has a disability Yes ☐ No ☐

is on the ASD spectrum Yes ☐ No ☐



In order that the SSCL can support your child, please explain their medical condition, disability or degree of Aspergers or Autism.

Declaration by Parent/Carer

I _____ understand that the information disclosed above may be discussed by the SSCL Principal with other members of the school staff, as is necessary, to enable staff to care for my child.

Signed _____ Date _____

Condition of Enrolment

1. Students must attend classes each Saturday on time, do homework and be actively engaged to meet the 100 hours, 200 hours, Preliminary and Higher School Certificate course requirements of NESA. Students may have their enrolment terminated if their attendance is unsatisfactory.
2. All Students (Years 7 to 12) are required to complete relevant assessment tasks in line with NESA requirements and the Assessment Policies of the Saturday School of Community Languages.
3. Students may be required to purchase materials.
4. Remote students must have access to a camera, microphone and a computer with internet connection for video conferencing each Saturday.

I, _____, accept the above conditions of enrolment.
[PRINT STUDENT'S FULL NAME]

Student's signature: _____

Parent's/carer's name: _____

Parent's/carer's signature: _____

For students in Year 11 only – Please tick the appropriate box

Preliminary Course: Continuers ☐ [Language] in Context ☐ (Chinese, Japanese, Korean)
[Language] and Literature ☐ (Chinese, Japanese, Korean, Persian)

Does this course count towards the minimum number of 12 Preliminary Units? Yes ☐ No ☐

Note: Students applying for the Chinese/Japanese/Korean in Context course must attach Appendix 2.

For new students in Year 12 only

HSC Course: Continuers ☐ Extension ☐ [Language] and Literature ☐
(Chinese, Japanese, Korean, Persian)

Note: Appendix 1 and supporting evidence of prior learning (reports, etc.) must be attached.

Late enrolments in Years 10, 11 & 12

Students enrolling after **17 February 2018** in Years 10, 11 and 12, **must** complete **Appendix 1**. Documentary evidence as proof of prior learning must also be attached (reports, etc.).



Declaration by weekday school principal (please tick each box)

1. The language requested **is** the student's background community language. ☐
2. This language will **not** be taught at this school in 2018 in the Year group requested. ☐
3. The weekday school accepts responsibility for entering this student with the NESA as a candidate for the 100 hours or 200 hours course, Preliminary or Higher School Certificate, using the online entry codes for the Saturday School of Community Languages Centre where the student is enrolled. ☐
4. The weekday school will notify the SSCL of any history or circumstances known to them which may pose a risk of any type to the student, other students, or staff at the SSCL, including any severe allergies/medical conditions or history of violence. ☐
5. The weekday school will provide a weekday school supervisor who will: ☐
 - a. respond to enquiries and provide advice regarding the student's illness or absences that affect the student's attendance and ability to complete work
 - b. be contactable by email
 - c. regularly check on students on Sentral
 - d. follow up any concerns from the SSCL centre regarding the student's application to studies or wellbeing with the student and parents
6. To the best of my knowledge, the information contained in this application is accurate ☐

For Fee Paying International Students Only

- **Attached:** ☐ Passport ☐ Visa ☐ Authority to Enrol
- **Weekday School International Student Co-ordinator Name:** _____
- **Co-ordinator Email:** _____

Weekday school supervisor of SSCL enrolments: _____
[PRINT NAME]

Principal: _____
[PRINT NAME] [SIGNATURE]

School stamp: _____ **Date** ____/____/____

Privacy Notice

The information provided on the enrolment form is being obtained for the purpose of processing the student's application for enrolment. It will be used by the Department of Education for general student administration and communication and other matters relating to the education and welfare of the student. While the provision of this information is voluntary, if you do not provide any or all of this information, it may delay or prevent the processing of this application for enrolment. This information will be stored securely. You may access or correct any personal information provided at any time by contacting the Saturday School of Community Languages or the student's SSCL Centre.

Please fill out, download, sign and EMAIL or MAIL this completed application form and any attachments to:

Email: Saturdaycl-h.School@det.nsw.edu.au

The Principal, Saturday School of Community Languages
Department of Education
Learning and Teaching – Secondary Education
Locked Bag 53
Darlinghurst NSW 1300



SSCL Centres and language courses available

The SSCL has 15 centres: 13 based in high schools in Sydney, one in Wollongong at Smiths Hill High School and one in Newcastle at Merewether High School.

Years 7–10 classes run for two hours, Years 11 and 12 classes for three hours, and Year 12 Extension classes for an additional hour. Unless otherwise advised, classes start at 8.30 am.

In all cases, the formation of classes is subject to sufficient student enrolments.

Languages	Centres
Arabic	Arthur Phillip HS, Birrong GHS, Liverpool BHS, Smiths Hill HS, St George GHS
Armenian	Chatswood HS
Bengali (Bangla)	Liverpool GHS (Years 7-10)
Chinese *see note on page 10	Ashfield BHS, Bankstown GHS (Year 11 Chinese and Literature only), Birrong BHS, Chatswood HS, Kogarah HS, Merewether HS (Years 7-10), Smiths Hill HS, Strathfield GHS (Years 11 and 12 only) The Hills Sports HS
Croatian	Liverpool BHS
Filipino	Bankstown GHS (Years 11 and 12 only)
Hindi	The Hills Sports HS
Hungarian	Bankstown GHS
Italian	Strathfield GHS
Japanese *see note on page 10	Chatswood HS (Years 11 and 12)
Khmer	Liverpool GHS
Korean *see note on page 10	Chatswood HS (Years 11 and 12), Strathfield GHS, The Hills Sports HS (Years 7-10 only)
Macedonian	Bankstown GHS, Kogarah HS, Smiths Hill HS (Years 7-10 only)
Maltese	The Hills Sports HS
Modern Greek	Ashfield BHS, St George GHS, The Hills Sports HS, Smiths Hill HS
Persian	Arthur Phillip HS (Years 11 and 12)
Polish	Ashfield BHS, Chatswood HS, Liverpool GHS
Portuguese	Dulwich HS
Punjabi	The Hills Sports HS
Serbian	Dulwich HS, Liverpool GHS, Smiths Hill HS

Spanish	Ashfield BHS, Chatswood HS, Kogarah HS, Liverpool GHS, The Hills Sports HS
Tamil	The Hills Sports HS (Years 7-10)
Thai	Dulwich (subject to sufficient enrolments, Years 7 and 8 in 2018)
Turkish	Arthur Phillip HS, Dulwich
Vietnamese	Birrong BHS, Dulwich (Years 11 and 12 only), Liverpool BHS (Years 11 and 12 only)

Remote Access

- Where enrolments are insufficient to form a class, remote access may be available to another centre with the language

***In Years 11 and 12:**

- The Chinese and Literature course is available in all centres as listed on page 9.
- The Chinese in Context course is available at the Chatswood HS, Kogarah HS, Birrong BHS, Smiths Hill HS and Strathfield GHS centres, subject to sufficient enrolments.
- The Japanese and Literature course and the Japanese in Context course are available at the Chatswood HS centre, subject to sufficient enrolments
- The Korean in Context course is available at the Strathfield GHS and the Chatswood HS centres, subject to sufficient enrolments.