



Student enrolment application

An all girl secondary school for Years 7-12



We Believe in Education, Culture + Wellbeing



Worawa Aboriginal College

Worawa Aboriginal College is a secondary school for young Aboriginal women in years 7-12. Students come from Aboriginal communities in urban, regional and remote locations across Australia.

The Worawa program is based on a combined education, culture and wellbeing model in a holistic approach to support each girl to meet her full potential. The uniqueness of every student's needs is recognised in personalised learning and wellbeing plans that are monitored and developed as students develop.

Worawa is in a unique position to address the educational needs of our students. Its relatively small student cohort, low student-teacher ratio, tailored personalised learning plans, health and wellbeing support and supportive boarding environment enable the College to provide high levels of supervision and support. Students live and study in a supportive and caring environment. The boarding house is comprised of five cottages with a pleasant, homely living environment, each with their own house parent.

The College has a full time School Nurse and a visiting female Doctor specializing in Paediatric and Adolescent health. Specialist services in speech pathology, psychology, physiotherapy are also accessed through special arrangements along with immunisation, audiology and optometry services.

Health and wellbeing extends to diet and nutrition in the dining room and boarding house. The College has a qualified Chef who prepares nutritious meals, junk food is banned and students receive education on health in an effort to prevent the onset of chronic disease such as diabetes. The College puts emphasis on sleep hygiene to ensure students have the right amount of sleep for adolescent girls.

The College's physical education/sports and outdoor education program has an emphasis on individual participation in a diverse range of healthy and enjoyable physical activities. Girls have access to a qualified fitness instructor and are able to work on personal goals in the College's well equipped gym. Netball, basketball, football and softball are just some of the sports on offer along with other recreational activities.





Student enrolment application

ONLY FULL AND COMPLETE ENROLMENTS WILL BE CONSIDERED

🔑 To enable us to provide the best education for your child, the following forms **MUST** be completed in full and returned. Look for this symbol as these are key documents we need to complete your enrolment application. If you need assistance completing the enrolment forms please phone the Registrar on 03 5962 4344

Personal Information

STUDENT DETAILS

Student Birth Name *(as per Birth Certificate & Centrelink)*: _____

Preferred / Other Name(s): _____

Date of Birth: _____

Place of Birth: _____

Sex: Female _____

Student Mobile Number: _____

Language Group: _____

Totem/Dreaming: _____

First Language Spoken: _____

Other Languages Spoken: _____

Does student identify as (select one): Aboriginal Aboriginal & Torres Strait Islander

Current or Previous School: _____

Last Date of Attendance: / /

Current Year Level: _____

Reason for leaving last school *(if applicable)*: _____

Tax File Number (TFN) _____

Centrelink Customer Reference Number (CRN) (For example, 123 456 789A.)

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🔑 Please provide a copy of student's birth certificate

🔑 Please student's Tax File Number (TFN)

🔑 Please provide Centrelink Customer Reference Number (CRN)

🔑 Please provide a photo of the student

OFFICE USE ONLY – DO NOT FILL IN THIS SECTION

STUDENT NAME _____

DATE OF BIRTH _____

PARENT / GUARDIAN DETAILS

Government requires that all schools collect the following background information on students.

GUARDIAN 1

Name: _____

Relationship to Student: _____

Home Address: _____

Email Address: _____

Home Phone Number: _____ Mobile Phone Number: _____

Language Group: _____

First Language Spoken: _____ Other Languages Spoken: _____
(e.g. Aboriginal language or English) *(if applicable):*

Occupation: _____ Group *(see next page):* 1 2 3 4 8 *(please circle)*

Highest Level of Education: _____ If Tertiary please state level: _____
(e.g. Year 6, Year 10, Tertiary)

GUARDIAN 2

Name: _____

Relationship to Student: _____

Home Address: _____

Email Address: _____

Home Phone Number: _____ Mobile Phone Number: _____

Language Group: _____

First Language Spoken: _____ Other Languages Spoken: _____
(e.g. Aboriginal language or English) *(if applicable):*

Occupation: _____ Group *(see next page):* 1 2 3 4 8 *(please circle)*

Highest Level of Education: _____ If Tertiary please state level: _____
(e.g. Year 6, Year 10, Tertiary)

COMMUNITY CONTACT

Community Organisation: _____

Phone Number: _____ Fax Number: _____

Email: _____

EMERGENCY CONTACT DETAILS

Emergency Contact Name: _____
(other than Legal Guardian)

Relationship to Student: _____
(this person may be required to make decisions on your behalf)

Home/Community Phone: _____ Mobile Phone: _____

LIST OF PARENTAL OCCUPATION GROUPS

GROUP 1: Senior management in large business organisation, government administration and defence & qualified professionals

- Senior executive/manager/department head in industry, commerce, media or other large organisation
- Public service manager (section head or above), regional director, health/education/police/fire services administrator
- Other administrator (school principal, faculty head/dean, library/museum/gallery director, research facility director)
- Defence forces Commissioned Officer
- Professionals generally have degree or higher qualifications and experience in applying this knowledge to design, develop or operate complex systems; identify, treat and advise on problems; and teach others.
- Health, Education, Law, Social Welfare, Engineering, Science, Computing professional
- Business (management consultant, business analyst, accountant, auditor, policy analyst, actuary, valuer)
- Air/sea transport (aircraft/ship's captain/officer/pilot, flight officer, flying instructor, air traffic controller)

GROUP 2: Other business managers, arts/media/sportspersons and associate professionals

- Owner/manager of farm, construction, import/export, wholesale, manufacturing, transport, real estate business
- Specialist manager (finance/engineering/production/personnel/industrial relations/sales/marketing)
- Financial services manager (bank branch manager, finance/investment/insurance broker, credit/loans officer)
- Retail sales/services manager (shop, petrol station, restaurant, club, hotel/motel, cinema, theatre, agency)
- Arts/media/sports (musician, actor, dancer, painter, potter, sculptor, journalist, author, media presenter, photographer, designer, illustrator, proof reader, sportsman/woman, coach, trainer, sports official)
- Associate professionals generally have diploma/technical qualifications and support managers and professionals.
- Health, Education, Law, Social Welfare, Engineering, Science, Computing technician/associate professional
- Business/administration (recruitment/employment/industrial relations/training officer, marketing/advertising specialist, market research analyst, technical sales representative, retail buyer, office/project manager)
- Defence Forces senior Non-Commissioned Officer (NCO)

GROUP 3: Tradespeople, clerks and skilled office, sales and service staff

- Tradespeople generally have completed a 4-year trade certificate, usually by apprenticeship. All tradespeople are included in this group.
- Clerks (bookkeeper, bank/PO clerk, statistical/actuarial clerk, accounting/claims/audit clerk, payroll clerk, recording/registry/filing clerk, betting clerk, stores/inventory clerk, purchasing/order clerk, freight/transport/shipping clerk, bond clerk, customs agent, customer services clerk, admissions clerk)
- Skilled office, sales and service staff:
 - Office (secretary, personal assistant, desktop publishing operator, switchboard operator)
 - Sales (company sales representative, auctioneer, insurance agent/assessor/loss adjuster, market researcher)
 - Service (aged/disabled/refugee/child care worker, nanny, meter reader, parking inspector, postal worker, courier, travel agent, tour guide, flight attendant, fitness instructor, casino dealer/supervisor)

GROUP 4: Machine operators, hospitality staff, assistants, labourers and related workers

- Drivers, mobile plant, production/processing machinery and other machinery operators.
- Hospitality staff (hotel service supervisor, receptionist, waiter, bar attendant, kitchen-hand, porter, housekeeper)
- Office assistants, sales assistants and other assistants:
 - Office (typist, word processing/data entry/business machine operator, receptionist, office assistant)
 - Sales (sales assistant, motor vehicle/caravan/parts salesperson, checkout operator, cashier, bus/train conductor, ticket seller, service station attendant, car rental desk staff, street vendor, telemarketer, shelf stacker)
 - Assistant/aide (trades assistant, school/teacher's aide, dental assistant, veterinary nurse, nursing assistant, museum/gallery attendant, usher, home helper, salon assistant, animal attendant)
- Labourers and related workers
- Defence Forces ranks below senior NCO not included above
- Agriculture, horticulture, forestry, fishing, mining worker (farm overseer, shearer, wool/hide classer, farm hand, horse trainer, nurseryman, greenkeeper, gardener, tree surgeon, forestry/logging worker, miner, seafarer/fishing hand)
- Other worker (labourer, factory hand, storeman, guard, cleaner, caretaker, laundry worker, trolley collector, car park attendant, crossing supervisor)

GROUP 8: Unemployed for longer than 12 months

*** Please note that if you have been employed in the past 12 months, please use your last job to determine the group classification.



PARENT / GUARDIAN VISITOR NOTIFICATION

If you have family or friends that may be able to visit or take your child on special or weekend leave please provide their details if you allow Worawa Aboriginal College staff to release them into their care.

⚠ Please note that the College requires evidence of Working with Children clearance

VISITOR 1

Name: _____

Relationship to Student: _____

Home Address: _____

Home Phone Number: _____ Mobile Phone Number: _____

Does this person have permission to take your child off campus?

Day Leave: Yes No

Overnight / Weekend Leave: Yes No

Onsite Visitation ONLY: Yes

VISITOR 2

Name: _____

Relationship to Student: _____

Home Address: _____

Home Phone Number: _____ Mobile Phone Number: _____

Does this person have permission to take your child off campus?

Day Leave: Yes No

Overnight / Weekend Leave: Yes No

Onsite Visitation ONLY: Yes

UNDESIRABLE CONTACT

If a person is banned by law or you have reason to believe it is not suitable for a particular person to have contact with this student please outline details here.

Name: _____

Student Medical Information

MEDICARE / CENTRELINK DETAILS

MEDICARE CARD

Medicare Card No: _____

Student Ref. No: _____

Expiry Date: / /

HEALTHCARE / CENTRELINK CARD

Guardian CRN: _____

Student CRN: _____

Expiry Date: / /

🔴 Please attach a copy of your current Medicare Card

🔴 Please attach a copy of your current Pension or Healthcare Card

Family Health Clinic: _____

Phone Number: _____

Fax Number: _____

MEDICAL DETAILS

Student Name: _____

Does / has your child suffered from any of the following:

Condition

If yes please specify

*Anaphylaxis: Yes No

*Asthma / Breathing Issues: Yes No

High blood pressure? Yes No

Kidney Complaints: Yes No

ADD / ADHD: Yes No

Epilepsy / Fits Yes No

Black Outs: Yes No

Dizzy Spells: Yes No

Sleep Walking: Yes No

*Heart Condition(s): Yes No (e.g. Murmur):

*Depression/Anxiety Yes No

Heart Conditions (RHD) Yes No

Hepatitis: Yes No (A B C D E):

*Diabetes: Yes No (Type 1 or 2):

Allergies: Yes No

Sore Joints: Yes No

Substance Abuse: Yes No Sniffing / Alcohol / Marijuana / Other:

Other Risk Taking Behaviour: Yes No

Hearing Impairment: Yes No (e.g. hearing aid):

Sight Impairment: Yes No (e.g. glasses):

Speech Impairment: Yes No

🔴 (Please note that any illnesses marked with a * require an action plan from a Medical Professional).

Eyesight

Have you had an eye test in the last 12 months? Yes No

Other Illness / Health Issue:

Worawa is a boarding school delivering a holistic education to support young people's academic, cultural, social and emotional wellbeing needs, as such we have a support role for all young people in our care. Any information that helps us to understand the young person's educational, social and emotional wellbeing needs is useful to us.

We would like to know if your child has been diagnosed with ADD, ADHD or anything that does or is likely to, have an impact on their educational, social and emotional wellbeing?

Does your child have treatment, medicine or action plans for any of the illnesses above? Please provide details.

We require a Medical History for your child from your family GP or Health Service which outlines a description of current and previous health conditions. It should include current medications, action plans and management of ongoing medical conditions. All medications will be administered by the school nurse or her delegated representative. Students will not be allowed to self-administer medication except for Asthma diagnosed children.

🔗 Please provide a medical history completed by a doctor / Health Centre outlining current & past medical issues.

🔗 Please provide any current medical action plans (e.g. asthma plan) if applicable.

COUNSELLING

Is your child currently involved with any Government Department or support network?

(e.g. Court System, Depart. of Children and Family Services NT etc.)

Yes No

Does your child have a Social Worker / Counsellor / Case Worker / Mentor who will visit this child whilst they are enrolled at Worawa Aboriginal College?

Yes No

If you answered yes to either question please provide details:

Organisation:

Contact Name:

Phone Number:

Mobile Number:

Email Address:

🔗 Please attach a copy of any relevant Counselling supporting documentation (if applicable)

We require parental consent for your child to undertake assessment as identified by clinical or education psychologist, Social Worker or academic staff in order for the student to access appropriate intervention.

(Parent Guardian Signature)

(Date)



Immunisation History

IMMUNISATION

We require a complete and up to date Immunisation History for your child from your family GP or Health Service.

⚡ Please provide an Immunisation history completed by a doctor / Health Centre.

Student Name: _____

Date of Birth: _____

Legal Guardian's Name : _____

Phone Number: _____

Please refer to the Immunisation Information leaflet

- I have read and understood the information given to me about vaccination including risks and side effects.
- I understand that I am giving consent for these vaccines to be administered as recommended or if a previous immunisation history is not available or is incomplete.
- I understand that the Yarra Ranges Council will provide a record of vaccination to my nominated medical provider when requested.
- I understand that the immunisation provider will record vaccination details and that my child's vaccination details will be forwarded to the National HPV Vaccination Program Register and the relevant State/Territory Childhood Immunisation Register.
- I am aware that I am able to discuss the risks and benefits of vaccination with an immunisation provider and can contact the Yarra Ranges Council Immunisation Service on 1300 368 333 or by emailing mail@yarraranges.vic.gov.au.
- I understand that consent can be withdrawn at any time before vaccination takes place.
- I am aware that this consent will be valid for the duration of my child's enrolment at Worawa College.

Please cross out any diseases you are not providing consent for:

- Hepatitis
- Meningococcal C & W
- Chickenpox
- Polio
- Human Papillomavirus
- Measles, Mumps, Rubella
- Diphtheria/Tetanus/Whooping Cough
- Pneumococcal (students 15 year + with a medical condition)
- Season influenza vaccine (students 15 year +)

(Parent Guardian Signature) _____

(Date) _____

Privacy Statement: the information you provide on this consent form will be used by the State and Australian Governments to monitor immunization programs. The data will be kept confidential and identifying information will not be disclosed for any other purpose. You can access this information by contacting your immunization provider. Personal information will be sent to the National HPV Vaccination Program Register and used to evaluate the impact of the vaccine, for cancer research and to contact vaccine recipients if booster doses are required.

FAMILY CIRCUMSTANCES

Are there reasons why you feel that your child is unable to focus on their schooling whilst living at home, for example is there overcrowding, family violence, drug or alcohol abuse in the home etc.

How many people live at home?

How many brothers?

How many sisters?

Where is your daughter placed in the family ie; Eldest / Middle / Youngest or 1st 2nd 3rd 8th etc.

Are there any special family circumstances to note? e.g. custody issues, guardianship, sole parent etc.

Yes No

If yes please specify:

SPECIAL NEEDS / CONSIDERATIONS

Are there any special needs or considerations that may need to be considered in providing support for your child? Yes No
e.g. gifted/talented, learning difficulties or disabilities, behavioural or social/emotional concerns etc.

If yes please specify:

🔗 Please provide any supporting documentation about special needs or family circumstances (if applicable)

FEES & FUNDING

Families are means tested and must meet ABSTUDY criteria to be eligible for tuition, boarding and where eligible travel. ABSTUDY approval must be finalised prior to first day of attendance or by mutual agreement by both parties and declared in writing. Government Departments placing students at Worawa Aboriginal College may be subject to further charges.

PRIVACY STATEMENT

Personal information collected by Worawa Aboriginal College is for the primary purpose of gathering information for the enrolment of students at Worawa Aboriginal College. Information obtained will be maintained in a secure location as required under the Privacy Act 1988. ABN 18 371 286 615 Registered Number A0000018W

Guardian Consent

PARENT / GUARDIAN RELEASE OF INFORMATION

Do you give your permission for Worawa Aboriginal College staff to contact Health Clinic's directly to obtain your child's medical records, including immunisation records?

Yes No Health Clinic:

Do you give your permission for Worawa Aboriginal College staff to contact schools directly to obtain your child's school reports?

Yes No School Name / Contact:

I have read and understood all information in the sections above and give my consent as indicated above.

(Parent Guardian Signature)

(Date)

PARENT / GUARDIAN MEDICAL ATTENTION CONSENT

As part of our holistic approach to education, Worawa Aboriginal College provides a range of health and wellbeing services to all students as needed, these include:

- Qualified nurse on staff
- Certified First Aid
- Experienced Wellbeing Team
- GP visits and Allied Health
- Qualified Fitness Instructor
- Annual Health Checkups including optical /oral/ audio / Ear Nose & Throat (ENT Specialist) etc.

In addition to this Worawa Aboriginal College engages with a range of external agencies to support student health and wellbeing as needed, including; doctors, dentists, psychologists, optical/auditory practitioners, physiotherapists, hospitals, ambulances etc.

The College will not accept duty of care obligations unless parents / guardians provide full and accurate disclosure of any medical conditions and medications which a student may have.

CONSENT TO MEDICAL ATTENTION

Do you give your permission for Worawa Aboriginal College staff to give medical attention to your child as outlined above? Yes No

Do you give your permission for Worawa Aboriginal College staff to act on your behalf or accept instruction from nominated emergency contact to make medical decisions for your child, including in the event of an emergency? Yes No

Do you give your permission for Worawa Aboriginal College staff to make all necessary medical or dental appointments required by your child? Yes No

Do you give your permission for Worawa Aboriginal College staff to arrange any counselling or service support that is deemed necessary or requested for your child? Yes No

Do you give your permission for PANADOL or EQUIVALENT PARACETAMOL or Ibuprofen to be administered to your child if requested? Yes No

Do you release Worawa Aboriginal College staff from any legal liability & to acknowledge that staff will act only in the best interests of your child? Yes No

I give consent to the Worawa School Nurse to seek my child's medical information from the local Community Health Clinic.

(Parent Guardian Signature)

(Date)

MEDICAL POLICY ACKNOWLEDGEMENTS

Most medical expenses are covered by Medicare, a valid Healthcare Card, Private Health Insurance and/or Ambulance Cover. Worawa Aboriginal College will not be held responsible for any charges associated with emergency or medical treatments, including medications and ambulance fees.

I have read and understood all information in the Release of Information and Medical Attention Consent sections above and give my consent where indicated.

I give my consent to the Medical Policy above.

(Parent Guardian Signature)

(Date)

PARENT / GUARDIAN TRAVEL CONSENT

TRAVEL TO AND FROM COLLEGE

The College does not accept any responsibility for travel costs to and from the College (except as part of school programs), either for ordinary opening & closing of terms, or for travel that may be occasioned by illness, family circumstances or any other reason.

Travel Policy Notes

- Travel may be funded to and from the College each term by ABSTUDY if your daughter is eligible.
- Worawa Aboriginal College submits travel requests to ABSTUDY - if approved travel is booked by the government travel agency. The College may assist with local train or coach bookings.
- 2 business days' notice is needed to cancel transport or otherwise ABSTUDY funding may be withdrawn or a penalty applied.
- ABSTUDY DOES NOT fund travel to students who are suspended or exited from the school. This remains the responsibility of the parent/guardian.
- In the event that your child is required to be exited from the College due to violent behaviour toward others and or themselves it is agreed that that child may be removed from the College grounds in the best interests of all. Supervision will be arranged on a short term however the onus will fall to the Legal guardian to collect the student within a reasonable time frame.

Parent / Guardian Responsibilities

- To make sure your daughter boards the transport booked. Missing a flight / train / coach may result in ABSTUDY no longer funding travel for your daughter to the College.
- If there is a need to reschedule a flight (sorry business / illness / family business) you need to contact the College and ABSTUDY to arrange rescheduling, *conditions apply.
- To accompany your daughter, or arrange for a responsible adult to accompany your child while travelling to & from Worawa Aboriginal College. You can choose to allow your daughter to travel independently. Nevertheless, the College must be satisfied that suitable arrangements for care of travelling students have been made & will ask parents to confirm these as a condition of ongoing enrolment.

TRAVEL AT COLLEGE

While at Worawa Aboriginal College students will participate in many school or out of school hours activities including physical education, educational visits, recreational activities, camps, trips shopping, visits to banks and appointments.

- Yes, I give permission to Worawa Aboriginal College to transport my child by official school vehicle, private vehicle or public transport as required.

(Parent Guardian Signature)

(Date)

STUDENT IMAGE / VOICE & ARTWORK RELEASE

IMAGE / VOICE RELEASE

I hereby consent for my child's name, likeness and voice and biographical material to be used for possible inclusion in future Worawa Aboriginal College and Worawa Aboriginal College approved third party publications. I agree that no fee will be made for my child's participation and acknowledge that no additional fees will be payable. All materials produced by Worawa Aboriginal College and Worawa Aboriginal College approved third parties and all rights therein including copyright and other intellectual property shall be the sole and absolute property of Worawa Aboriginal College.

- I give consent to the Image/ Voice Release as outlined.

STUDENT ARTWORK RELEASE

Student artwork is primarily assumed to be owned by Worawa Aboriginal College and that copyright remains with the artist. The possibility of sale or gifting of student artwork will be agreed to by both Worawa Aboriginal College and the student(s) concerned. By signing below I give permission to Worawa Aboriginal College to act as Agent for my child. I acknowledge and consent to the arrangements with the College's Licensing Agreement relative to the promotion / sale of artwork belonging to my child and I release the College from any claims by me for payment, misrepresentation, defamation or libel.

- I consent to the Artwork Release outlined above.

(Parent Guardian Signature)

(Date)



Student Code of Conduct

Worawa Aboriginal College fosters an environment where all members of the School Community are treated with dignity, courtesy and respect. The College promotes appropriate standards of conduct at all times and students entering the College are expected to observe the behaviours as outlined below in accordance with the Worawa Ways.

RELATIONSHIP

- I agree to tell the truth about what & how I think & feel to enable staff to help me.
- I agree to be quiet in my room, with lights out at the end of each day, by the times announced by the house parents.
- I agree to participate in a restorative practice to restore and build positive relationships with other students.

RESPONSIBILITY

- I agree to observe the rules on mobile phone use.
- I agree not to use tobacco of any kind whilst a student at Worawa College.
- I agree to only take medications prescribed by a medical practitioner or hospital.
- I agree to abide by all local, state & Federal laws. I agree to remain within the boundaries of the College.

RESPECT

- I agree to use respectful language & avoid swearing & insults.
- I agree not to bully, physically assault, or threaten any person whilst a student at Worawa.
- I agree not to steal, damage or vandalise property that belongs to Worawa or any other student.

RIGOUR

- I agree to be on time for assembly, be prepared & attend each class as required.

CONSEQUENCES

- I give permission for staff members of Worawa to search my room & belongings should the need arise.
- I agree & understand that any use of illegal drugs, consumption of alcohol, chroming, petrol sniffing or substance abuse will result in instant dismissal and appropriate authorities advised.
- I understand that in the event that I do damage, vandalise property etc at Worawa Aboriginal College my Parent or Guardian will be notified & charged/invoiced for any damages to be replaced or repaired whether indirect to directly caused by me & will possibly result in dismissal and/or charges laid.
- I understand that during my stay at Worawa any breach by me of these agreements can result in my dismissal, my parent/ guardian contacted where possible and transport arranged with me being sent home.

(Student Signature)

(Date)

(Parent Guardian Signature)

(Date)

Bank Account for Students

Bank Accounts for New Worawa Students

Please be advised that due to change in banking policies, Worawa Aboriginal College will no longer be able to secure bank accounts for students. Please ensure that your child has a bank account before commencing at Worawa Aboriginal College.

I have read and understood.

Pocket or spending money

- Does the student already have a bank account setup to receive pocket or spending money? Yes No

If yes, BSB:

Acct:

Flexischools FLX cards

Worawa Aboriginal College does offer and has access to Flexischools FLX cards. This would allow the student to receive pocket / spending money where it will be deposited onto a FLX card managed by our accounts department. The student can see the full amount that has been deposited, however, it has the functionality to allow a limited amount to be spent at any one time. The FLX card will also not allow any purchases for alcohol, cigarettes or vapes.

- Do you require Worawa Aboriginal College to setup a Flexischools FLX card for the student? Yes No

(Parent Guardian Signature)

(Date)

Mobile Phones

Memo To All Parents/Guardians & Students – Mobile Phones

To assist with the health and wellbeing of all students, Worawa College has a mobile phone/ technology policy that must be followed.

To allow students to unwind from the day and have a solid, undisturbed sleep, all items such as phones, Laptops, I pads, Speakers must be handed in to Boarding staff at allocated times each night, where they are held in a secure cupboard. This allows plenty of time to make contact with their family and friends back at home.

- Students are not allowed their mobile phones during the day Monday to Friday, instead allowing them to focus on their education and school activities.
- Students are expected to hand their items in voluntarily each night and failure to do so will result in a consequence appropriate to lateness.
- In the instance where a student has a second phone, both phones will be handed in to the Head of Boarding and communication will be done through the Worawa phone. Both phones will be handed back at the end of term

Please help your child to understand our policy and the consequences for not following the rules and sign below to acknowledge you have read this memo.

Please note, The College is not held responsible for any damage that's occurred to these items and that students bring them at their own risk. .

I have read and understood.

(Parent Guardian Signature)

(Date)

(Student Signature)

(Date)

Restorative Practice

Worawa conflict resolution

At Worawa we are strongly in favour of providing our students with the skills to work out differences of opinion and other conflict with respectful processes so that they are supported in building resilience and better prepared for the adult world ahead of them.

As such we use restorative practice and mediation to work through problems our students may face from time to time.

This involves students sitting down and understanding why conflict is happening and coming to a resolution that all students can cope with. Not only does this give students life skills for now, it also helps them deal better with such matters in the future. Staff always support students through this process making sure that all parties are respected and heard at all times. Worawa also has a range of therapist to support students at any time.

As a boarding school, Worawa takes its responsibility of educating young Aboriginal women seriously in both academic and life skills in and outside of the classroom. Our program is based on values of Relationship, Responsibility and Respect, which also requires a level of trust which we expect to be 'two way' between the College and families and student to student.

The College relies on parental support and trust when working with each and every student so that there is a consistent message about how problems or challenges can be dealt with in the school environment. We believe that it is important that all parties have a clear understanding of this in order to minimise disruption to the student's education or to the College program.

Accordingly we seek your agreement to this approach by signing below thereby ensuring your daughter is aware that you are supportive of the school's behaviour management procedures.

As part of our responsibility to students and families we will always brief parents about any significant issues their daughter is facing and a summary of how this has been managed by the school. It may also be that at times we call upon parents or guardians to provide support at a meeting or mediation via phone or in person; whichever is more convenient for all concerned. We are mindful of the principals of 'natural justice'.

The College at all times welcomes the input of families through planned visits and forums organised through the school. The College can provide more detail about how we conduct restorative practice and mediation sessions.

Please do not hesitate to contact us should you want more information about the above.

(Parent Guardian Signature)

(Date)

Memorandum of Understanding (MOU)

Worawa School – Family/Guardian Memorandum of Understanding (MOU)

The purpose of this MOU is to encourage an approach to shared responsibility between Worawa Aboriginal College and families/guardians in the education of students attending our College. The MOU seeks to define the relationship between Worawa and the Family/Guardian in the education services provided and aims to develop mutual understanding, trust and respect between the two parties to:

- establish agreed processes for improving student outcomes;
- specify the shared responsibilities of schools and families/guardians to create the conditions for continuous improvement.

CONTEXT

Worawa is a boarding school that caters especially for girls in secondary school, Years 7-12, it provides a holistic education program integrating education, culture and wellbeing. The school must meet the standards set by the Victorian Registration and Qualifications Authority. Commonwealth funding provided through the Federal Department of Education and Training (DET) is aimed at: **improved retention rate of Indigenous students, improved school attendance, reduced absenteeism, improved outcomes in numeracy and literacy and student health and well-being.** Centrelink provides ABSTUDY assistance to eligible students.

FAMILY/GUARDIAN'S ROLE

- Ensure that students travel in time for the commencement of Term
- Ensure that bookings for flights for student travel are kept
- Encourage students to attend classes and try hard for achievement
- Encourage students to remain at school until end of term – except in cases of emergency or sorry business
- Ensure that students have appropriate clothing, footwear and personal items for life at the College.
- Ensure that the College is aware of any health needs or special dietary requirements.
- Inform the College if a student is on court order.

WORAWA'S ROLE

- Provide a holistic education to students
- Ensure a rigorous Learning and Teaching Program
- Provide quality teaching staff to deliver the curriculum
- Ensure the health and wellbeing needs of student's is met
- Provide a safe and secure learning and living environment

ATTENDANCE

- Students should arrive at the College at the beginning of each term on the designated travel day for the commencement of each term date.
- Student positions at Worawa College will be withdrawn after 14 days if a student is absent and Worawa has not received 'intention' in writing from the Parent or Guardian.
- Students are to attend all scheduled classes unless certified ill by the school nurse.

BEHAVIOUR MANAGEMENT

Worawa Aboriginal College believes that everyone has a right to live and work at the College without negative impact from others. Implicit in this is the need for people to respect each other, property and opinions.

Worawa employs the principles of Restorative Justice Practice to encourage students to accept responsibility for their own actions, to acknowledge the impact of their behaviour on others, to do something to repair harm caused and to restore relationships.

Students are required to attend each class on time and with appropriate materials.

Students failing to attend scheduled classes on a regular basis give reason for suspension/withdrawal from Worawa Aboriginal College.

The College reserves the right to search students' rooms and bags before entering, during and before leaving the College and in accordance with College Policy.

All new students will be subject to a probation period of 1 term to gauge their preparedness to apply themselves to meeting the requirements of school engagement and the expectations of living in a boarding school environment.

Consequences of negative behavior may include:

- Verbal reprimands admonishments
- Special assignments or duties
- Behavioral contracts
- Counselling by staff, student peers, Community Leaders, outside agencies
- Withdrawal of privileges
- Fines and financial restitution for damage
- Denial of attendance or participation in extracurricular activities
- Detention
- Temporary removal from classes
- Parent conferences
- Referred to outside agencies e.g.: police, clinical psychologist
- Removal from school premises for suspension (Travel Expenses will be covered by family/guardian)
- Expulsion

In the event that a student repeatedly displays unacceptable behavior, the College will give serious consideration to withdrawing the offer of placement for the remainder of the year.

This Memorandum of Understanding (MOU) is between Worawa Aboriginal College and

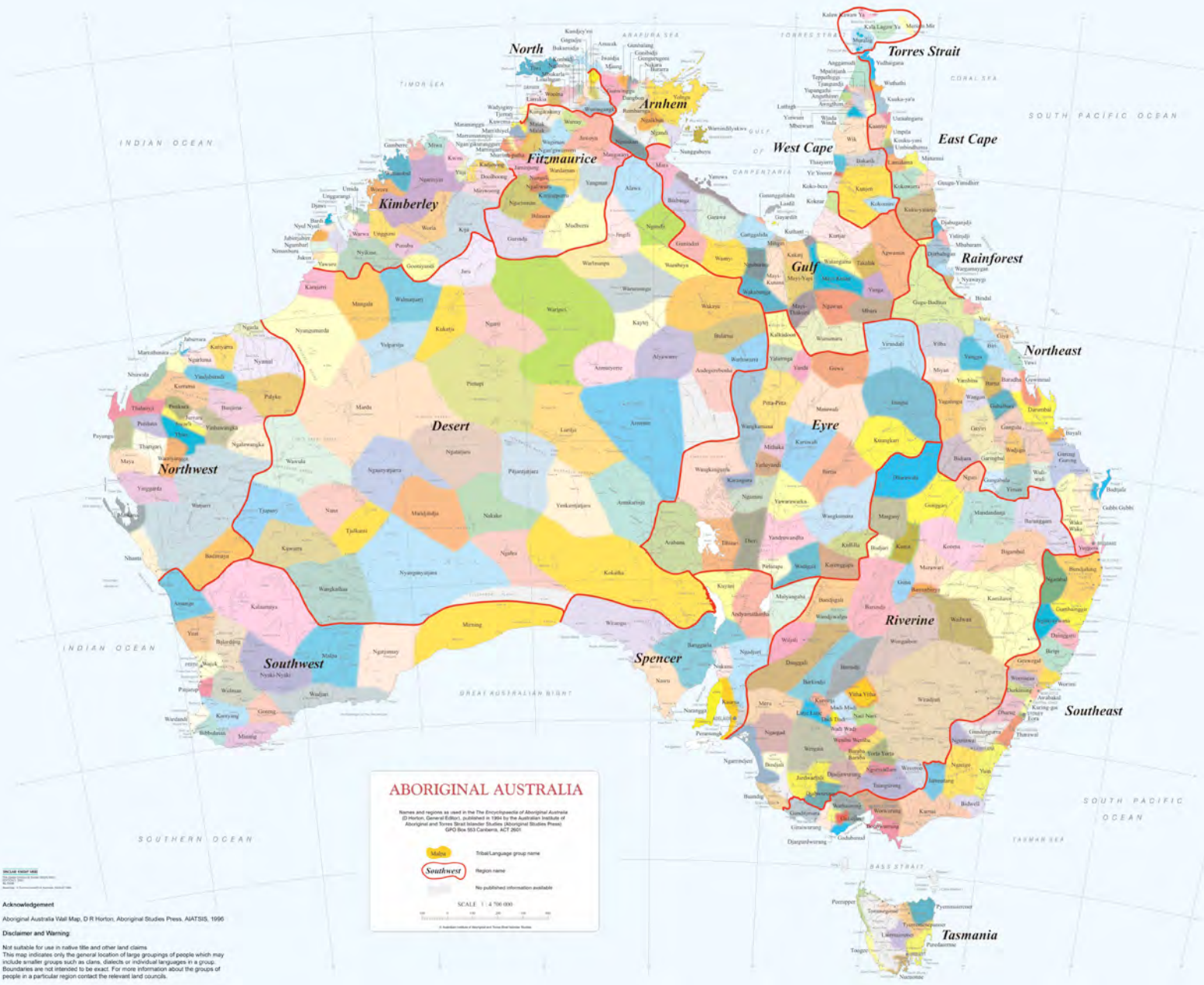
Principal (or Delegate)

(Date)

Family / Community Representative

(Date)

Our Students come from across the country



Worawa reflects the diversity of Indigenous Australia with students from Aboriginal communities across the country bringing a rich cultural mix which enriches their learning experience.

Aboriginal Heritage

🔴 Required – Please complete the Confirmation of Aboriginality section below.

CONFIRMATION OF ABORIGINALITY

For funding and guideline purposes Worawa Aboriginal College requires that evidence is provided of each student's Aboriginal heritage and adopts the criteria recognised by government and community that the person:

1. is of Aboriginal descent
2. identifies as an Aboriginal person
3. is accepted as Aboriginal in the community in which they live, (or formerly lived).

STATEMENT BY A COMMUNITY ELDER OR INCORPORATED INDIGENOUS ORGANISATION

I, _____
(Name of Elder or Aboriginal organisation representative)

declare that

(Student's Name)

is of Aboriginal descent, identifies as an Aboriginal person & is accepted as such by our community where she currently lives, or has formerly lived.

Signed (Elder/Representative): _____

Indigenous Org / Community: _____

Date: / / _____

What is the student's Language Group? _____

Organisation Stamp

Please complete the following forms:

REQUIRED

Centrelink/Abstudy Authorising person to enquire or act on your behalf.

This allows the Worawa College Registrar to make enquiries relating to your Abstudy claim and to book travel to and from College

REQUIRED

Camps, Sports and Excursions Fund (CSEF) Form

The Camps, Sports and Excursions Fund (CSEF) provides payments for eligible students to attend activities like:

- school camps or trips
- swimming and school-organised sport programs
- outdoor education programs
- excursions and incursions.

REQUIRED (NT ONLY)

Department Of Education - TSU Consent to assist

This allows the Transition Support Unit to assist the student and family with paperwork and travel.

Authorising a person or organisation to enquire or act on your behalf

centrelink

Filling in this form

- Please use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this Go to 5 skip to the question number shown. You do not need to answer the questions in between.
- Only **one** person or organisation can be requested on this form.
- When you have filled in **Part A**, make sure **Part B** is given to your nominee or person permitted to enquire to complete.
- If you are affected by family and domestic violence, call **132 850** Monday to Friday, between 8.00 am and 5.00 pm, local time and ask to speak to a departmental social worker. For more information, go to humanservices.gov.au/domesticviolence

Part A – To be completed by YOU Students Details

- 1** Your Centrelink Reference Number (if known)
- - -
- 2** Your name
- Family name
- First given name
- Second given name
- 3** Your date of birth
- / /
- 4** Has your permanent or postal address changed since you last told us?
- No Go to next question
- Yes Give details below
- Your permanent address
-
- Postcode
- Your postal address (if different from above)
-
- Postcode

5 Is this request for a person or an organisation?

Tick **ONE** box only

Person Go to next question

Organisation **Click to go to 10**

6 Your requested person's Centrelink Reference Number (if known)

- - -

7 Your requested person's name

Family name

First given name

Second given name

8 Has your requested person been known by any other name(s)?

Include:

- name at birth
- name before marriage
- previous married name
- Aboriginal or tribal name
- alias
- adoptive name
- foster name.

No Go to next question

Yes Give details below

Other name(s)

9 Your requested person's date of birth

/ / Go to 11



CLKOSS313 1807

10 Your requested organisation's details

Trading name of organisation

This is the name of the organisation, not the contact person. The name of the contact person is to be provided at the end of this question.

Worawa Aboriginal College

Business name of organisation

Worawa Aboriginal College

Australian Business Number (ABN)

This is mandatory when nominating an organisation.

1 8 - 3 7 1 - 2 8 6 - 6 1 5

Organisation's Centrelink Reference Number (if known)

5 5 5 - 0 1 3 - 7 4 2 - K

Organisation's email address

registrar
@ **worawa.vic.edu.au**

Name of contact person

Mari Strydom

11 What is your requested person's or organisation's relationship to you (e.g. parent, child, guardian, accountant, Public Trustee)?

College Registrar

12 Your requested person's or organisation's contact details

Street address

60-80 Barak Lane
Healesville VIC

Postcode **3777**

Postal address (if different to above)

PO Box 1250
Healesville VIC

Postcode **3777**

Contact phone number

(**03**) **5962 4344**

13 Please read this before you answer questions 13 to 15

For more information about the different arrangement types, refer to the **Notes**.

If you have a nominee arrangement of the same type already in place, this request will automatically cancel the existing arrangement.

Your existing nominee will receive a letter advising that the arrangement has been cancelled at your request.

What arrangement are you requesting?

If you want to request arrangements with more than one person or organisation, you will need to complete a separate form for each one.

Person permitted to enquire **Click to go to 15**

Correspondence nominee **Go to 15**

Payment nominee **Go to 14**

BOTH payment and correspondence nominee **Go to 14**

~~14~~ Give details of the nominee's account where your Centrelink payments are to be paid

~~It may be easier for your nominee to manage your payments by having a separate bank account. Your nominee must tell us if they change this bank account.~~

~~Name of bank, building society or credit union~~

~~Branch number (BSB)~~

~~Account number (this may not be your card number)~~

~~Account held in the name(s) of~~

~~For organisations only – Group Institution Code (if applicable)~~


15 What is the reason for making this request?

Voluntary

Enduring Power of Attorney

Guardianship order

Financial management / administration order

 Attach a copy of the legal documents.

16 How long do you want this request to last?

Indefinitely OR

From / / To / /

Privacy notice

17 You need to read this

Privacy and your personal information

Your personal information is protected by law (including the *Privacy Act 1988*) and is collected by the Australian Government Department of Human Services for the assessment and administration of payments and services. This information is required to process your application or claim.

Your information may be used by the department, or given to other parties where you have agreed to that, or where it is required or authorised by law (including for the purpose of research or conducting investigations).

You can get more information about the way in which the department will manage your personal information, including our privacy policy, at humanservices.gov.au/privacy

18 If you have a physical or mental disability and are unable to sign this form ► **Go to 19**

Your declaration

I declare that the information I have provided in this form is complete and correct.

I authorise the person or organisation named on this form, to deal with Centrelink on my behalf according to the arrangement shown on this form.

I understand that:

- if my arrangement is voluntary, I can cancel it with Centrelink at any time.
- giving false or misleading information is a serious offence.
- the arrangement may be rejected or cancelled at any time by the Australian Government Department of Human Services, if the person or organisation is not able to meet their responsibilities and obligations.

Your signature



Date

/ /


► **Go to 20**

19 Third party authorisation

If the customer is unable to sign this form due to physical or mental disability and the nominee arrangement is in the person's best interest, a third party may sign this section on their behalf.

For example, an appropriate third party may be:

- a professional like a treating doctor, nurse, case worker or social worker, **or**
- the Enduring Power of Attorney if it has been made, **or**
- the person or organisation appointed by a guardianship board, court or tribunal as the customer's guardian or administrator.

 You will need to provide evidence of the person's inability to sign if the arrangement is not court appointed. Attach a letter from the treating doctor or a copy of the medical evidence of the customer's incapacity or inability to sign this form.

Name of the person signing on behalf of the customer

Relationship to customer

Address

Postcode

Contact phone number

()

Third party declaration

I declare that:

- the information I have provided in this form is complete and correct.
- the customer is unable to sign this form due to physical or mental disability.
- it is in the customer's best interest to authorise the person or organisation named on this form, to deal with Centrelink on the customer's behalf according to the arrangement shown on this form.

Signature of the person signing on behalf of the customer



Date

/ /

20 Which of the following documents are you providing with this form?

Where you are asked to supply documents, attach copies only. The copies will not be returned.

Tick ALL that apply

Original photo identification – your nominee or person permitted to enquire is required to take it in person to one of our service centres	<input type="checkbox"/>
Copy of the legal document (if required for question 15)	<input type="checkbox"/>
A letter from the treating doctor or a copy of the medical evidence of the customer's incapacity or inability to sign this form (if required for question 19)	<input type="checkbox"/>

Your nominee or person permitted to enquire must complete Part B on the next page. ►

Part B – To be completed by your NOMINEE or PERSON PERMITTED TO ENQUIRE

21 Provide a password

We will ask this password every time you contact us.
The password needs to have 4 to 12 letters or numbers.

W O R A W A

Privacy notice

22 You need to read this

Privacy and your personal information

Your personal information is protected by law (including the *Privacy Act 1988*) and is collected by the Australian Government Department of Human Services for the assessment and administration of payments and services. This information is required to process your application or claim.

Your information may be used by the department, or given to other parties where you have agreed to that, or where it is required or authorised by law (including for the purpose of research or conducting investigations).

You can get more information about the way in which the department will manage your personal information, including our privacy policy, at humanservices.gov.au/privacy

23 Acceptance by nominee or person permitted to enquire

Make sure your personal and/or organisation details are correct in **Part A**.

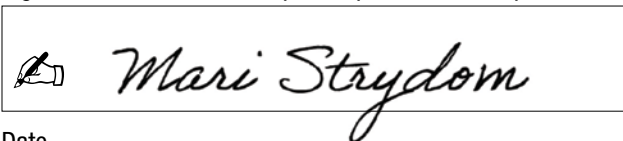
For more information about your obligations as a nominee or person permitted to enquire, refer to the **Notes**.

I declare that I understand and accept the responsibilities and obligations for the arrangement requested in this form.

I understand that:

- any personal information I am given access to under this arrangement is protected under Commonwealth legislation. I agree to access, use or disclose the information only as authorised by the person to whom the information relates.
- my appointment as a nominee or person permitted to enquire may be revoked or suspended by the Australian Government Department of Human Services if I do not comply with my responsibilities and obligations.
- giving false or misleading information is a serious offence.

Signature of the nominee or person permitted to enquire



Date

/ /

Returning your form

You can return this form and any supporting documents:

- online (excluding identity documents) using your Centrelink online account. For more information, go to humanservices.gov.au/submitdocumentsonline
- in person at one of our service centres, if you are unable to use your Centrelink online account.

If you are outside Australia, you can:

- post to: **Department of Human Services
International Services
PO Box 7809
CANBERRA BC ACT 2610
Australia**
- fax to: **+61 3 6222 2799**

Camps, Sports and Excursions Fund APPLICATION Form

Worawa Aboriginal College

School Name

School REF ID

Parent/legal guardian details

Surname _____

First name _____

Address _____

Town/suburb _____ State _____ Postcode _____

Contact number _____

Centrelink pensioner concession **OR** Health care card number (CRN)

- - - **OR**

Foster parent* **OR** Veterans affairs pensioner (Gold Card)**

*Foster Parents must provide a copy of the temporary care order letter from the Victorian Department of Families, Fairness and Housing (DFFH).

**Applicants must provide a copy of the Veteran Affairs Gold card.

Student details

Child's surname	Child's first name	Student ID	Date of birth (dd/mm/yyyy)	Year level

I authorise the Victorian Department of Education (DE) to use Centrelink Confirmation eServices to perform an enquiry about my Centrelink customer details and concession card status to enable the business to determine if I qualify for a concession, rebate or service. I also authorise the Victorian Department of Families, Fairness and Housing (DFFH) to provide the results of any enquiry to DE regarding temporary care orders.

I understand that:

- DFFH or Centrelink will use information I have provided to DE to confirm my eligibility for the Camps, Sports and Excursions Fund and will disclose to DE personal information including my name, address, payment and concession card type and status.
- This consent, once signed, remains valid while my child is enrolled at a registered Victorian school unless I withdraw it by contacting the school.
- I can obtain proof of my circumstances/details from DFFH and provide it to my child's school so that my eligibility for the Camps, Sports and Excursions Fund can be determined.
- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the Camps, Sports and Excursions Fund provided by DE.
- Information regarding my eligibility for the Camps, Sports and Excursions Fund may be disclosed to DFFH and/or State Schools Relief for the purpose of evaluating concession card services or confirming eligibility for assistance.

You can request access to the personal information that we hold about you, and to request that any errors be corrected, by contacting your child's school.

Signature of applicant _____

Date ____ / ____ / ____

Camps, Sports and Excursions fund eligibility

Below are the criteria used to determine a student's eligibility for the Camps, Sports and Excursions Fund (CSEF).

Criteria 1 – Eligibility

To be eligible* for the fund, a mature minor of sixteen years of age or over, a parent or legal guardian of a student attending a registered Government or non-government Victorian primary or secondary school must:

- on the first day of Term one, or;
 - on the first day of Term two.
- a) Be an eligible beneficiary within the meaning of the State Concessions Act 2004, that is, be a holder of Veterans Affairs Gold Card or be an eligible Centrelink Health Care Card (HCC) or Pensioner Concession Card (PCC) holder, OR
 - b) Be a temporary foster parent, and;
 - c) Submit an application to the school by the due date.

* A special consideration eligibility category also exists. For more information, see: [Camps, Sports and Excursions Fund \(CSEF\): Eligibility | education.vic.gov.au](https://www.education.vic.gov.au/csef/eligibility)

Mature minors or parents who receive a Carer Allowance on behalf of a child, or any other benefit or allowance not income tested by Centrelink, are not eligible for the CSEF unless they also comply with one of (a) or (b) above.

Criteria 2 - Be of school age and attend school in Victoria

School is compulsory for all Victorian children aged between six and seventeen years of age inclusive.

For the purposes of CSEF, students may be eligible for assistance if they attend a Victorian registered primary or secondary school. Typically, these students are aged between five and eighteen years inclusive.

CSEF is not payable to students attending pre-school, kindergarten, home schooling, or TAFE.

Eligibility Date

For concession card holders, CSEF eligibility will be subject to the parent/legal guardian's concession card being successfully validated with Centrelink on **29 January 2024 and/or 15 April 2024**.

Payment amounts

CSEF payment amount

The CSEF is an annual payment to the school to be used towards camps, sports and/or excursion expenses for the benefit of the eligible student.

- Primary school student rate: \$150.00 per year.
- Secondary school student rate: \$250.00 per year.

The CSEF is paid directly the school and will be allocated by the school towards camps, sports and/or excursion costs for your child.

For ungraded students, the rate payable is determined by the student's date of birth. For more information, see: [Camps, Sports and Excursions Fund \(CSEF\): Payment amounts | education.vic.gov.au](https://www.education.vic.gov.au/csef/payment-amounts)

Foundation and Year 7 government school students who are CSEF recipients are also eligible for a uniform voucher. Schools are required to make applications on behalf of parents, so please register your interest at the school.

How to complete the application form

NOTE: ALL SECTIONS MUST BE COMPLETED BY PARENT/LEGAL GUARDIAN

1. Complete the PARENT/LEGAL GUARDIAN DETAILS section.
Make sure that the Surname, First Name, and Customer Reference Number (CRN) details match those on your concession card. You will also need to provide your concession card to the school.
If you are claiming as a Foster Parent or a Veteran Affairs Pensioner, you will need to provide a copy of documentation confirming your status as a temporary Foster Parent or provide your Veterans Affairs Pensioner Gold card to the school.
2. Complete the STUDENT/S DETAILS section for students at this school.
3. Sign and date the form and return it to the school office as soon as possible. The CSEF program for 2024 closes at the end of term two 2024.

CSEF payments cannot be claimed retrospectively for prior years.

Queries relating to CSEF eligibility and payments should be directed to the school.

**TRANSITION SUPPORT UNIT
Consent to Assist a Student and Family**

Student Contact Details			
Name:		Date of Birth:/...../.....
1. Parent / Guardian Contact Details			
Name:		Phone:	
Address:		Email:	
2. Parent / Guardian Contact Details			
Name:		Phone:	
Address:		Email:	

Parent / Guardian Consent to Assist and for the Exchange of Information

This Transition Support Unit was created to support a successful transition for your child to secondary school. The information collected by the Transition Support Unit (TSU) will enable TSU staff to support your child and your chosen school/s prepare for their secondary program. This may involve:

- liaising with the intended/current boarding school or boarding provider and discussing the student's strengths and needs,
- liaising and collaborating with the students current and past school to gain information regarding their school reports and attendance
- liaising with health providers to access up to date medical information for eg immunisation records, hearing and sight tests to support the boarding application process
- liaise with the Department of Human Services to assist the student and family gain access to the ABSTUDY payment

Privacy Statement

The Department of Education is collecting personal information regarding your child to ensure the TSU is responsive to your child's individual needs. Only personnel that you identify below will access the information. We will not give your information to any other person or agency unless you have given us permission or law requires us.

We ask that you please read the following statement and sign below so it is clear who is able to access this information:

I give consent for the following agencies to share information with the Transition Support Unit (TSU) for the purposes of providing support to my child for transition to secondary school.

Agency Name	
Department of Education (NT) -Transition Support Unit	Boarding school to be enrolled in/ already enrolled in:
Department of Human Services (Australian Government)- ABSTUDY	Community Clinic or Health Care Provider

Parent / Guardian Consent for the use of Images

The TSU would like to take images of your child at school, sporting events, workshops, excursions or community events. These images may be used to create a folio for your child to present to a prospective boarding school. Images may also be used for classroom and curriculum resources, TSU displays at events and newsletter articles. All images will remain the property of the student and family.

I give consent for the use of photos, videos or similar images of the student for class and curriculum resources, TSU displays and newsletter articles.

Parent / Guardian Consent for Travel

The TSU request your permission for your child to travel in an approved vehicle or on public transport with a TSU staff member. This may be transporting students to and from school events, home and airports for school travel, to organized appointments or general community business.

I give consent for my child to travel in TSU approved vehicles or public transport with a TSU staff member.

I _____ have read and understood the above information and give consent for the Transition Support Unit to support my child transition to secondary school.

Signature: _____ Date: _____ Signature: _____ Date: _____

This page is intentionally left blank



Final Checklist to complete application

Only full and complete enrolments will be considered

If you need assistance completing the enrolment forms please phone the Registrar on 03 5962 4344











Submit application to registrar@worawa.vic.edu.au

Ensure you have attached all essential / required documents to complete the enrolment.





CHECKLIST

Please ensure you have provided a copy of the following documents:

ESSENTIAL/REQUIRED





-  Page 5 - Please provide a copy of student's **birth certificate**.
-  Page 5 - Please attach **student photo**.
-  Page 5 - Please provide a copy of student's **Centrelink Customer Reference Number (CRN)**.
-  Page 5 - Please provide a copy of student's **Tax File Number (TFN)**.
-  Page 10 - Please attach a copy of your current **Medicare Card**.
-  Page 10 - Please attach a copy of your current **Pension or Healthcare Card**.
-  Page 11 - Please provide a **medical history completed by a doctor** / Health Centre outlining current & past medical issues.
-  Page 13 - Please provide an **Immunisation history** completed by a doctor / Health Centre.
-  Page 14 - Please provide a **support/recommendation letter** from a school teacher, support worker, elder, friend etc.
-  Page 14 - Please provide a copy of **student's latest school report**.

IF APPLICABLE

-  Page 9 - Visitor Working with Children clearance (if applicable).
-  Page 11 - Please provide any current medical action plans e.g. asthma plan (if applicable).
-  Page 11 - Please attach a copy of any relevant Counselling supporting documentation (if applicable).
-  Page 15 - Please provide any supporting documentation about Special Needs or Family Circumstances (if applicable).

FORMS TO BE COMPLETED

Besides completing this enrolment application have you:

-  Page 25 - Completed Confirmation of Aboriginality, including Aboriginal Organisation Stamp (if applicable)
-  Page 27 - Completed the Authorising a Person or Organisation to Enquire or Act on your Behalf form, to authorise Worawa Aboriginal College to enquire on your behalf when working with Centrelink.
-  Page 31 - Completed the Camps, Sports and Excursions Fund (CSEF) form, to provide funds to assist eligible families to cover the costs of camps, sporting activities and excursions.
-  Page 33 - Completed the Department Of Education - TSU Consent to assist form. This allows the Transition Support Unit to assist the student and family with paperwork and travel. (NT students only)

ABSTUDY

- Applied for ABSTUDY funding - Centrelink 1800 132 317
- Once ABSTUDY is approved, please contact the Worawa Aboriginal College Registrar to organise travel arrangements.







Worawa Aboriginal College

Phone: 03 5962 4344 | Email: admin@worawa.vic.edu.au | ABN: 18 371 286 615
visit worawa.vic.edu.au

We Believe in Education, Culture + Wellbeing