

# IGNITE ACADEMIC PROGRAM



**2021/2022  
Enrolment  
Application  
Package**







# ENROLMENT POLICY AND PROCEDURES

## 1 - The Application Process

- 1.1 The application for enrolment closes at **4pm on Friday 25 November 2022**. Application forms are available online at [www.sjchsdow.catholic.edu.au](http://www.sjchsdow.catholic.edu.au).
- 1.2 Lodgement of the relevant application for enrolment into the Ignite Academic Program will be deemed as agreeing to support the policy and procedures.
- 1.3 All applications lodged with the school by the closing date will be treated in accordance with *Section 3 - The Enrolment Process*.



## 2 - Selection Criteria for Enrolment

- 2.1 The Ignite Academic Program is open to students in Stage 4.
- 2.2 To to be eligible to apply for selection into the Ignite Academic Program, the following criteria must be met.
  - 2.2.1 An excellent attitude towards school.
  - 2.2.2 A minimum of 4 A's or B's on their report card in any subject and/or a high degree of ability in a particular field/area.
  - 2.2.3 A passion to learn.
  - 2.2.4 A commitment to the school values outlined in the school diary with a sound behaviour record.
  - 2.2.5 100% commitment whilst in the program.
- 2.3 There will be a capped number of students chosen to participate in the Ignite Academic Program.



Failure to meet these requirements may lead to removal from the program.



# ENROLMENT POLICY AND PROCEDURES

## 3 - The Enrolment Process

- 3.1 Enrolment into the Ignite Academic Program requires an annual application. There is no automatic guarantee of acceptance. Students may apply the following year if they are not selected.
- 3.2 The applications for enrolment are due **4pm on Friday 25 November 2022.**  
NO LATE APPLICATIONS WILL BE ACCEPTED.
- 3.3 All relevant copies of reports, references, certificates, awards, and/or achievements MUST be attached to the application for consideration.
- 3.4 Students may be interviewed and/or photographed by the media. It is a requirement that a Consent for the use of Student Image form is completed for all students selected into the program.
- 3.6 Applications will be reviewed to assess their suitability.
- 3.7 On the basis of section 2 - Selection Criteria for Enrolment must be met to be accepted into the program.
- 3.8 Interviews will take place before the end of the term.
- 3.9 Successful applicants will be sent an Acceptance of Offer/Code of Conduct for entry into the Ignite Academic Program. By signing this, both students and parents/carers indicate their acceptance of the conditions of enrolment into the program.
- 3.10 A non-refundable administration fee of \$50.00 is to be paid with submission of the Acceptance of Offer. If this is not paid, the acceptance may be deemed unsuccessful.

### APPLICATION ENROLMENT TIMELINE

The enrolment period closes at 4pm on Friday 25 November 2022. Application forms are available online at [www.sjchsdow.catholic.edu.au](http://www.sjchsdow.catholic.edu.au).

Completed application form and relevant paperwork to be emailed to [info@sjchsdow.catholic.edu.au](mailto:info@sjchsdow.catholic.edu.au) before 4pm on Friday 25 November 2022 for consideration into the Ignite Academic Program.

Applications will be reviewed to assess their suitability.

Successful applicants will be sent an Acceptance of Offer/Code of Conduct into the Ignite Academic Program.

Acceptance of Offer/Code of Conduct forms are due back before the start of school next year.



# ENROLMENT APPLICATION

## Student Profile (Please include a headshot photo of the applicant)

GIVEN NAME(S)

SURNAME

DATE OF BIRTH

STAGE 4

☐

6

☐

7

☐

8

GENDER

☐

Male

☐

Female

EMAIL

## Application Questions

WHY WOULD YOU LIKE TO BE PART OF THE PROGRAM?

WHAT ARE YOUR INTERESTS AND TALENTS?



# ENROLMENT APPLICATION

## Consent to Access Information

I consent to St Joseph's Catholic High School and Catholic Education Diocese of Wollongong gaining access to relevant information about my child, \_\_\_\_\_

PLEASE PRINT CHILD'S FULL NAME

whether held by schools, health care professionals or other relevant agencies. I understand that, under current legislation, the school may approach the agencies directly even if I do not consent. The information they request may include information related to any of the questions I have answered in this application.

PARENT/CARER NAME(S) \_\_\_\_\_

PARENT/CARER SIGNATURE(S) \_\_\_\_\_ Date \_\_\_\_\_

## Requirements for Parents/Carers and Students

Application for enrolment into the Ignite Academic Program requires your commitment to support the aims of the program and a willingness to adhere to the requirements.

- A minimum of 4 A's or B's in any subject on their report.
- An excellent attitude towards school, with a passion to learn.
- A commitment to the school values outlined in the school diary with a sound behaviour record.
- A sound academic record, maintaining conscientious effort across all subjects.
- 100% commitment whilst in the program.

Failure to meet these requirements may lead to removal from the program.

## Declaration by Parent/Carers and Student

I/We declare that the information provided is true and correct.

PARENT/CARER NAME(S) \_\_\_\_\_

CONTACT NUMBER(S) \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

PARENT/CARER SIGNATURE(S) \_\_\_\_\_ Date \_\_\_\_\_

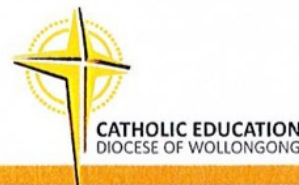
STUDENT SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

## Checklist for Submission

- ☐ Application Form
- ☐ Headshot photo of applicant
- ☐ Relevant copies of reports, certificates, awards, and/or achievements
- ☐ Consent for the use of Student Image form

Thank you for your application. If you require any further information regarding the program, please send us an email at [info@sjchsdown.catholic.edu.au](mailto:info@sjchsdown.catholic.edu.au) or contact the school Office on 4230 8500 and we will get back to you as soon as possible with your enquiry.

# CONSENT FORM FOR USE OF STUDENT'S IMAGE AND/OR WORK



Catholic Education Diocese of Wollongong (CEDoW), in association with Catholic Schools NSW (CSNSW), seeks your consent on behalf of the School attended by your son/daughter, NSW Catholic School Authorities and partner media organisations to take and use photographs, video and other media of your child/ren and their school activities.

CEDoW and your School also seek your consent to use material created by your child/ren (known in copyright law as 'Works') for the purpose of promoting the School, CEDoW, NSW Catholic school education or CSNSW.

**Please complete the information below and return to the school office.**

I, \_\_\_\_\_  
(PARENT/CARER NAME – PLEASE PRINT)

Address: \_\_\_\_\_

School Name and Suburb: \_\_\_\_\_

Child/ren's Full Name/s: \_\_\_\_\_ Year / Class: \_\_\_\_\_

1. consent to photographs, audio or video images and recordings and other media of my child/ren and their 'Works' as defined in the *Copyright Act 1968* being used in hard copy, digital form or online for any of the following purposes:
  - the promotion and communication of school, Catholic Education Office and/or CSNSW activities and programs (e.g. your School, other NSW Catholic schools, Catholic Education Offices or CSNSW);
  - training and presentation materials; and
  - the following additional use(s): \_\_\_\_\_ ('the use').This includes, but is not limited to, publication on or in school newsletters, social media channels, websites, yearbooks and signage; class/group photos taken on in-class learning reflection platforms; and class/group photos taken as part of school photos.
2. acknowledge that the use of my child/ren's Work(s) is an authorised use of the Work(s) under the *Copyright Act 1968*;
3. understand and agree that any photographs, video footage or other media of my child/ren may be publicly displayed or disclosed to third parties (e.g. in or on a school, Catholic Education Office or CSNSW website or publication);
4. consent to printed or digital copies of my child/ren's images and their Works to be used by other schools or educational institutions that are parties to the National Educational Access Licence for Schools Agreement (NEALS);
5. consent to the use of the Work(s) by schools, Catholic Education Offices, CSNSW and other parties to NEALS for free, that is without any remuneration; and
6. understand that while reasonable efforts will be made to protect the identity of my child/ren (other than where their identity is relevant to the use of their image/work (e.g. in reporting academic achievements and other school news), the School, and its associated Catholic agencies cannot guarantee that my child will not be able to be identified from the image or work. If for any reason, you have specific concerns about the protection of the identity of your child, please contact the School principal directly.

**Please tick one of the below boxes and return this form to the school office:**

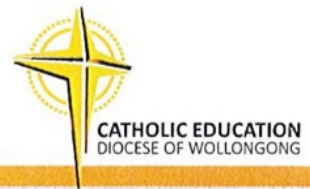
☐ YES, I provide my consent to the above.

☐ NO, I do not provide my consent to the above.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_  
(PARENT/CARER SIGNATURE)

Acknowledged and signed by student: \_\_\_\_\_ Date: \_\_\_\_\_  
(FOR SECONDARY SCHOOL STUDENTS)

# CONSENT FORM FOR USE OF STUDENT'S IMAGE AND/OR WORK



## SUPPLEMENTARY INFORMATION

### Student Copyright Material

A student's copyright material includes works created by them, or those to which they have contributed. It is not limited to work they create in the course of their studies while they are enrolled at the School. A student's copyright material may include written work, artwork, digital content, audio visual work as well as music and performances. CSNSW and your School understand that a student generally owns the intellectual property rights in the material they create and that this Consent Form is not meant to transfer that ownership. It gives a licence to use the material.

### National Educational Access Licence for Schools Agreement (NEALS)

CSNSW together with your School, and where relevant any associated Catholic Education Office and its schools, are parties to an agreement between almost all educational institutions in Australia that allows each party to use another party's copyright material for free. Your School must obtain consent to allow other parties to use student copyright material under NEALS.

### Personal Information

Personal Information is information which is about a person whose identity can be reasonably known. This can include a photograph, video or digital image of a student. Schools should protect the privacy of students in the collection, storage and display of their images.

The purposes for collecting student images/works by CSNSW, Catholic schools and NSW Catholic Education Offices include:

- Recording of student participation in class and school events, including inter-school events.
- Celebrating student effort and achievement, and
- Promoting Catholic schools and Catholic Education Offices, including CSNSW, and their activities.

### Consent

The use of digital media means that once personal information is collected and put online, the School cannot control how it is used. The School must be mindful of this when collecting and using information and take reasonable care to ensure that the information is of a nature that it may not be exploited. The consent form is one way in which the School ensures that parents are fully informed about how the information may be used, and the consequences of their consent.

### Amendments to Consent

Specific amendments to parent/carer consent on this form will only be considered by the School in exceptional circumstances. If you have an important amendment to your consent or non-consent that you wish to discuss with the School principal, please contact the School office.