

2022 Expression of Interest

Form completed by

Name of person completing this form if not the young person: (e.g parent/guardian or Hester Hornbrook Academy staff member)
Relationship to young person:
Email address:
Phone number:

Young person's details

Given name/s:						
Family name:						
Current residential address:					Postcode	
Mobile:			Email			
Date of birth:			Gender	Male	Female	Other
Name of most recent school/ education provider and best contact person	Current year level:					
	How many days did you attend this education provider in the last 3 months?					
Last school/education attendance	Highest level completed:					

Campus/s of interest - Please note not all programs are available at each campus.

Sunshine <input type="checkbox"/>	City <input type="checkbox"/>	Prahran <input type="checkbox"/>
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Program interest - Please indicate which program the young person is interested in.

PORTFOLIO	PROGRAM NAME	COURSE	EXPRESSING INTEREST IN THIS COURSE/PROGRAM
Senior Secondary	VCAL/VETis	Foundation/Intermediate/Senior VCAL	<input type="checkbox"/>
Senior Secondary	VCAL/VETis	HEAT or Sport and Recreation VCAL – Sunshine Campus only	<input type="checkbox"/>
Senior Secondary	VCAL/VETis	Young Parent's Program – Sunshine and Prahran	<input type="checkbox"/>
Re-engagement	Connect Youth	Outreach Education - Re-engagement in Senior Secondary VCAL	<input type="checkbox"/>

Background information (reason for expressing interest, strengths and areas for improvement and any barriers to participation)

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Consent to share your information

By signing this form, you are agreeing to any and all agencies, including your previous educational provider(s), to share the below selected information about you with us:

<input type="checkbox"/> All Information		YES	NO
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OR areas you tick below:

<input type="checkbox"/> General information	Any other information which is relevant to the enrolment. e.g. subject interests, previous online bullying issues or aide requirements.	YES	NO
<input type="checkbox"/> Housing information	e.g. where you have lived, whether or not you are homeless and if so why.	YES	NO
<input type="checkbox"/> Information about any current legal issues		YES	NO
<input type="checkbox"/> Information about physical/mental health issues		YES	NO
<input type="checkbox"/> Information about education/employment/training		YES	NO
<input type="checkbox"/> Financial information	e.g. Centrelink details and any debts.	YES	NO
<input type="checkbox"/> No information		YES	NO

Privacy: Hester Hornbrook is committed to protecting the privacy, confidentiality and security of personal information. All personal information provided to Hester Hornbrook will be collected, used and disclosed as set out in this consent form, the law (namely the *Privacy Act 1988 (Cth)*, the *Privacy and Data Protection Act 2014 (Vic)* and the *Health Records Act 2001 (Vic)*) and Hester Hornbrook Academy and Melbourne City Mission's Privacy Policies.

Security and retention of personal information provided as part of the application process: The Hester Hornbrook Academy stores personal data on multiple secure systems across Hester Hornbrook Academy and Melbourne City Mission. Personal information collected on this form will be retained to progress your expression of interest for enrolment at Hester Hornbrook Academy. Once this process has been completed, this form will be stored on record as supporting documentation for the application process or securely destroyed if the application is not progressed.

In accordance with Hester Hornbrook Academy's Philosophy, we must only seek to enrol students who are disengaged, or are at risk of disengaging from education, and are deemed to be in need of the flexible learning environment that Hester Hornbrook Academy provides.

The Principal of Hester Hornbrook Academy retains the discretion to make a final decision on the enrolment of students in line with Hester Hornbrook Academy's Philosophy and Strategic Plan. Full disclosure of information throughout the enrolment process allows us to meet our duty of care obligations and facilitate the smooth transition into our school. It will also assist the school to implement appropriate adjustments and strategies to meet the particular needs of the young person. If the information is not provided or is incomplete, incorrect or misleading, current or ongoing enrolment may be reviewed.

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Record of individual consent to share information

I confirm that:

- I have been fully informed of how, when, and why certain information about myself may need to be requested from or provided to services providers/organisations other than Hester Hornbrook Academy; and
- I have read and understood this consent form and give permission for my information to be requested/disclosed as outlined above.

Consent type (written/verbal)

Written consent to be provided wherever possible.

Verbal consent to be used only where it is not practicable to obtain written consent. Hester Hornbrook Academy staff member to document below the reason why verbal consent has been obtained as opposed to written consent.

Reason why verbal consent obtained (Hester Hornbrook Academy staff member to complete):

Signatures

Young person signature if aged 18 years or over. If you are under 18 a parent or guardian must consent on your behalf. (if verbal consent obtained please note here)	
Date	
Client name (print)	

Legal Guardian signature (if applicable)	
Date	
Print name	
Type of guardian	

Staff signature (if applicable)	
Date	
Staff name (print)	

Please send completed form to: enrolments@hacademy.vic.edu.au

If you have any questions about this form or how Hester Hornbrook Academy or Melbourne City Mission handles your personal information, please contact our Privacy Officer on privacy@mcm.org.au