

Guide – Annual Assurance Statement

(Compiled with acknowledgement to the work of the Cross-Sector Registration Working Group, 2014-2015)

<u>Australian Education Act 2013 (Cth.)</u>	
Section 75	<i>Approved Authority</i> The approved authority of the school is a body corporate or body politic, not-for-profit, financially viable, and is a fit and proper authority, compliant with the laws of the Commonwealth and the Australian Capital Territory
<u>Australian Education Regulation 2013 (Cth.)</u>	
Sn 41	<i>Staff Development</i> The Australian Teacher Performance and Development Framework was implemented.
42	<i>Curriculum requirements</i> Australian Curriculum or an alternative curriculum formally approved by ACARA was implemented.
44	<i>School Improvement Plan</i> A school improvement plan aligned to Australian Government requirements was completed.
46-51	<i>Census Data provided to the Australian Government</i> The school provided school Census Data to the Australian Government as specified.
52-57	<i>Data provided to ACARA</i> The school provided data to ACARA as specified.
59	<i>Student reports</i> The school provide a minimum of two compliant reports to parents/guardians annually.
60	<i>Annual reporting</i> Annual reporting for the calendar year complied with the Regulation.
<u>Education Act 2004 (ACT)</u>	
94	<i>Investigation of complaints</i> The school has investigated complaints in accordance with the school's <i>Complaints Policy</i> .
99-100	<i>Enrolment and attendance register</i> A register of enrolments and attendance was kept. This recorded the full name of each student at the school, and the attendance/non-attendance for each student on each day the school was open for students.
102	<i>Student attendance</i> Procedures are in place to encourage students to attend school regularly, and help parents to encourage their children to attend school regularly.
103	<i>Student reports</i> Procedures are in place for providing parents reports on a student's academic performance and social development.
105	<i>Suspension or exclusion</i> The suspension or exclusion of students were carried out in accordance with the legislation.
146a	<i>Student transfer register</i> The school has complied with the procedures established for recording the transfer of students to and from the school.
<u>Children and Young People Act 2008 (ACT)</u>	
356	<i>Mandatory Reporting</i> The school complies with the Act's requirements for the mandatory reporting of abuse
<u>Discrimination Act 1991 (ACT)</u>	
18	<i>Discrimination in accepting applications for admission as a student</i> The school has not:

	<ul style="list-style-type: none"> refused to accept an application for admission of a student denied student access to any benefit provided by the school expelled any student subjected any student to any other detriment <p>by discriminating - the grounds of which are outlined in Sn 7(1) – against a person. (NOTE: Sections 36 and 41 of the Act provide exemptions to unlawful discrimination relevant to single sex schools and competitive sporting activity)</p>
<u>Disability Discrimination Act 1992 (Cth)</u>	
5	<i>Reasonable Adjustments</i> The school made reasonable adjustments for people who have a disability.
22	<i>Enrolment, exclusion from curricula or training due to disability</i> The school was compliant with the education requirements in Section 22.
28	<i>Sport</i> The school was compliant with the education requirements in Section 23.
<u>Disability Standards for Education 2005 (Cth)</u>	
Part 4	<i>Standards for enrolment</i> The school has taken reasonable steps to ensure the admission or enrolment of students is done on the same basis as a prospective student without a disability.
Part 5	<i>Standards for participation</i> The school has taken reasonable steps to ensure students are able to participate in courses and programs offered by the school on the same basis as a prospective student without a disability.
Part 6	<i>Standards for curriculum development</i> The school has taken reasonable steps to ensure that courses and programs are designed such that a student with a disability as able to participate in the learning experiences on the same basis as a prospective student without a disability.
Part 7	<i>Standards for student support services</i> The school has taken reasonable steps to ensure that a student with a disability is able to use the support services used by the students of the school on the same basis as a prospective student without a disability. Where specialised support service/s is necessary, and is provided by the education provider, the school has taken reasonable steps to ensure that the student has access to the service.
Part 8	<i>Standards for harassment and victimisation</i> The school has developed and implemented strategies and programs to prevent harassment or victimisation of a student with a disability.
<u>Racial Discrimination Act 1975 (Cth)</u>	
Schedule	<i>International Convention of the elimination of all forms of racial discrimination</i> The school has not made any distinction, exclusion, restriction or preference based on race, colour, descent, or national or ethnic origin.
<u>Sex Discrimination Act 1984 (Cth)</u>	
21	<i>Student admission</i> The school has not refused or failed to accept an application for admission on the ground of a person's sex, sexual orientation, gender identity, intersex status, marital or relationship status, pregnancy or potential pregnancy, or breastfeeding. (NOTE: sections 21(3), 32 and 37 refer to exemptions and qualifications which might apply to schools) (NOTE: section 38 might also apply with regard to exemptions)
	<i>Denying student access, expulsion or subjecting a student to any other detriment</i> The school has not denied or limited student access to any benefit provided by the school, expelled any student, or subjected any student to any other detriment on the basis of a person's sex, sexual orientation, gender identity, intersex status, marital or relationship status, pregnancy or potential pregnancy, or breastfeeding. (NOTE: section 38 might also apply with regard to exemptions)
<u>ACT Teacher Quality Institute Act 2010 (ACT)</u>	
29	<i>Employment of teaching staff</i> The school has not employed, or allowed a person to teach in the school, who is not

	an approved teacher under the Act.
<u>Working with Vulnerable People (Background Checking) Act 2011</u>	
14	<i>Background checking for staff and volunteers</i> The school has not engaged any persons (either employed or as volunteers) who are required to hold a <i>Working With Vulnerable People</i> registration and are not so registered.
<u>Education Services for Overseas Students Act 2000 (ESOS Act) (Cth)</u>	
8	<i>Registration for providing a course for an overseas student</i> The school holds a current CRICOS registration for the enrolment of overseas students.
<u>Education and Care Services National Law (ACT) Act 2011</u>	
Parts 2 and 3	<i>Certificate of Approval to Operate</i> Said certificate is held for all services operating at the school that are regulated under the National Law. (NOTE: services regulated under the National Law include, but are not limited to: preschools, out of school hours care(before and after school care, holiday programs), centre based services)
<u>Privacy Act 1988 and the Australian Privacy Principles (2014)</u>	
2A	<i>Objects</i> The school has policies and procedures in place which direct the management of individual privacy as outlined in the Objects of the Act.
Schedule 1	<i>Personal information</i> The school has adhered to the requirements of management of personal information as specified by the <i>Australian Privacy Principles</i> .
<u>Work Health and Safety Act 2011 (ACT)</u>	
19	<i>Primary duty of care</i> The school has ensured, as far as is reasonably practicable, the health and safety of workers and other persons at the school. The school has policies in place which ensure work safety by managing risk