



Frank Dando Sports Academy Enrolment Policy

1. RATIONALE

1.1

Frank Dando Sports Academy (FDSA) is committed to providing a specialist educational environment for boys who have experienced difficulty engaging successfully in mainstream school settings. The School seeks to support students through a structured, disciplined and supportive approach that combines academic learning, physical training, wellbeing support, and positive adult mentoring.

1.2

The School welcomes applications for enrolment from families who understand and support the aims, philosophy, values, and methods of the School, and whose child's needs and educational goals are consistent with the programs and supports offered by FDSA.

1.3

FDSA recognises that successful enrolment is dependent not only on the needs of the student, but also on the capacity of the School and the willingness of the student and family to work in partnership with the School in support of behavioural, educational and wellbeing expectations.

2. PURPOSE

2.1

The purpose of this policy is to set out the principles, conditions, and processes by which students may be considered for enrolment at Frank Dando Sports Academy.

2.2

This policy aims to ensure that enrolment decisions are:

- fair and consistent;
- aligned with the School's mission and specialist educational model;
- based on the needs of the individual student and the School's capacity to respond appropriately;
- compliant with applicable legal and regulatory obligations.

3. GENERAL PRINCIPLES

3.1

Applicants are expected to support the aims, values, culture, behavioural expectations, and policies of FDSA.

3.2

Following receipt of an application for enrolment, the School will exercise its discretion in determining whether to offer a place. Enrolment decisions will be made on a case-by-case basis and will take into account all relevant information, including:

- (a) the current number of students enrolled at the School;
- (b) the resources and staffing available to cater for the educational, behavioural, emotional and safety needs of the student;
- (c) the student's readiness and capacity to engage in the School's structured specialist setting;
- (d) the willingness of the student and parent/s or guardian/s to comply with the School's policies and procedures;
- (e) the safety and wellbeing of the student, staff, and wider school community; and

(f) whether the School is reasonably able to provide an appropriate educational placement for the student.

3.3

An offer of enrolment may be withdrawn, regardless of the availability of places, where:

- (a) relevant information has been withheld;
- (b) information provided by the applicant is found to be incomplete, misleading, or inaccurate;
- (c) there is a significant change in the circumstances of the student or family that cannot reasonably be accommodated by the School;
- (d) the applicant fails to accept the offer within the time or on the terms specified by the School; or
- (e) the School determines that enrolment would pose an unacceptable risk to the safety, wellbeing, or functioning of the student, staff, or other students.

3.4

Where serious behavioural concerns, including violent, threatening, or highly unsafe behaviours, are identified during the enrolment process or through the student's history, the enrolment process may be paused while the School undertakes a risk assessment. Enrolment will only proceed where the School is satisfied that appropriate risk mitigation measures can be put in place and that the student can be safely supported within the School environment.

3.5

Enrolment at FDSA is subject to the School's ongoing assessment that the placement remains appropriate and sustainable for the student and the wider school community.

4. ELIGIBILITY FOR ENROLMENT

4.1

To be eligible for enrolment at FDSA, the student must meet the age and year-level requirements relevant to the programs offered by the School.

4.2

At least one parent or legal guardian of the student must have the legal authority to enter into enrolment arrangements on behalf of the student.

4.3

The School may require documentary evidence of identity, date of birth, residency, guardianship, or other relevant legal status as part of the enrolment process.

4.4

FDSA is not registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) and is therefore unable to enrol international students requiring a student visa.

5. PRIORITY OF ENROLMENT

5.1

All applicants must submit a fully completed enrolment application together with all required supporting documentation.

5.2

Applications will only be considered active once all required forms, supporting documents, and any requested information have been received by the School.

5.3

The School may, at its discretion, give priority consideration to applicants on the basis of factors including:

- (a) the suitability of the student for the specialist model of FDSA;
- (b) the availability of places in the relevant year level;
- (c) whether the student's educational, behavioural and wellbeing needs can be reasonably supported by the School;
- (d) sibling connection to the School;
- (e) whether the family demonstrates understanding of and commitment to the School's expectations and approach;
- (f) the overall balance and composition of classes; and

(g) any other factors the Principal reasonably considers relevant to the best interests of the student and the School community.

5.4

A student who has previously been withdrawn, excluded, or had their enrolment terminated by the School may not be eligible for re-enrolment, at the discretion of the Principal.

5.5

The School reserves the right to refuse any application where there are reasonable grounds for doing so.

6. ENROLMENT PROCEDURE

6.1

Families may make an initial enquiry to the School at any time. This may include a discussion with the Principal or a nominee of the Principal to determine whether FDSA may be an appropriate setting for the student.

6.2

The School may invite prospective families to attend a meeting, school tour, or interview as part of the pre-enrolment process.

6.3

Submission of an application for enrolment does not guarantee an interview, trial, or offer of enrolment.

6.4

The enrolment procedure generally includes the following steps:

- (a) completion of the School's enrolment application form;
- (b) provision of relevant supporting documents, which may include birth certificate, reports, behaviour records, medical or allied health information, previous school information, and any court or custody documentation where relevant;
- (c) an interview with the parent/s or guardian/s and the student, where required;
- (d) consultation with previous schools, practitioners, or other relevant professionals, where consent has been provided or where otherwise permitted by law;
- (e) consideration by the Principal or nominee as to whether the School can offer an appropriate placement; and
- (f) written notification of the outcome.

6.5

The School may request additional information before determining an application, including:

- (a) school reports and attendance records;
- (b) behavioural records, safety plans, or support plans;
- (c) psychological, medical or allied health assessments;
- (d) court orders, parenting orders, or other legal documentation relevant to the student's enrolment or safety; and
- (e) any other information reasonably required to assess the application.

6.6

Where appropriate, the School may require a transition process, trial attendance period, or gradual commencement plan in order to assess the student's suitability for the placement and to support transition into the School.

6.7

A place at the School is not confirmed until:

- (a) the School has made a formal written offer;
- (b) the offer has been accepted in writing by the parent/s or guardian/s;
- (c) all required documentation has been returned; and
- (d) all other conditions of enrolment specified by the School have been met.

6.8

Failure to accept or respond to an offer within the time specified may result in the offer being withdrawn.

7. BEHAVIOURAL AND SAFETY CONSIDERATIONS

7.1

As FDSA is a specialist setting working with students who may present with complex behavioural, emotional and educational needs, behavioural history is a relevant factor in all enrolment decisions.

7.2

The School may consider:

- (a) previous suspensions, expulsions, or exclusions;
- (b) documented violence, aggression, or unsafe conduct;
- (c) patterns of school refusal or disengagement;
- (d) risks associated with weapons, threats, serious property damage, or criminal behaviour;
- (e) the student's responsiveness to adult direction and structured expectations; and
- (f) the level of support and supervision likely to be required.

7.3

The existence of behavioural concerns will not automatically prevent enrolment. However, the School must be satisfied that the placement can be managed safely and appropriately within available staffing, resources, and school structures.

7.4

Where the School determines that the level of risk is too great, or that the student's needs cannot be safely or reasonably met, the School may decline or defer enrolment.

8. REASONABLE ADJUSTMENTS AND STUDENTS WITH DISABILITY

8.1

Where information available to the School indicates that a student has disability, additional learning needs, or other support needs, the Principal or nominee will consult with the student and their parent/s or guardian/s to determine whether those needs may affect the student's participation in, access to, or benefit from the School's educational program.

8.2

Following consultation, the School will consider whether adjustments are required and whether such adjustments are reasonable.

8.3

In determining whether an adjustment is reasonable, the School will take into account:

- (a) the nature of the student's needs;
- (b) the information provided by or on behalf of the student about how those needs affect participation and access;
- (c) the student's and family's views regarding proposed adjustments;
- (d) the impact of the proposed adjustment on the student's learning, participation, safety, and independence;
- (e) the impact of the proposed adjustment on staff, other students, and the operation of the School;
- (f) the cost and practicality of the adjustment; and
- (g) the extent to which the adjustment would enable the student to participate on the same basis as other students.

8.4

The School may require current medical, psychological, educational or allied health reports, and may require an independent assessment where reasonably necessary to determine what adjustments are required and whether those adjustments are reasonable.

8.5

Where reasonable adjustments are necessary to enable the student to access or participate in the educational program, the School will make those adjustments to the extent required by law and where such adjustments do not impose unjustifiable hardship on the School.

8.6

In considering unjustifiable hardship, the School may take into account:

- (a) the nature of the benefit or detriment likely to arise for the student, other students, staff and the School community;
- (b) the effect of the student's needs on the learning environment;
- (c) the School's financial circumstances and resources;
- (d) the availability of additional funding, grants, or external supports;
- (e) the staffing implications of the required adjustments;
- (f) the impact on the School's capacity to provide a safe and effective educational program to all students; and
- (g) any previous or alternative adjustments that may be available.

8.7
If, after consultation, the School determines that the required adjustments are not reasonable or would impose unjustifiable hardship, the School may decline or defer enrolment.

9. CONTINUING ENROLMENT

- 9.1
Once enrolled, a student's place at FDSA is ongoing unless:
- (a) the student is formally withdrawn by the parent/s or guardian/s;
 - (b) the student completes their schooling at the School;
 - (c) the student's enrolment is terminated in accordance with the School's policies and procedures;
- or
- (d) the School determines that the placement is no longer appropriate or sustainable.

9.2
Continuing enrolment is dependent on the ongoing cooperation of the student and family with the School's expectations, policies, behavioural standards, attendance requirements, and engagement processes.

10. PRIVACY AND CONFIDENTIALITY

- 10.1
The School collects personal and sensitive information about students and families during and after the enrolment process for the primary purpose of assessing applications, supporting student wellbeing and learning, meeting legal obligations, and administering the School's operations.

10.2
All personal information collected through the enrolment process will be handled in accordance with the School's Privacy Policy and any applicable privacy legislation.

10.3
By applying for enrolment, families acknowledge that the School may collect, use and disclose relevant personal information for lawful purposes connected with the student's education, welfare, enrolment, and school operations.

11. DEFINITIONS

11.1 Applicant
"Applicant" means the parent, guardian, or other person completing the application for enrolment on behalf of the student.

11.2 Student
"Student" means the child or young person for whom enrolment is sought or confirmed.

11.3 Principal
"Principal" means the Principal of Frank Dando Sports Academy or the Principal's authorised nominee.

11.4 School
"School" means Frank Dando Sports Academy.

11.5 Disability

“Disability” has the meaning given in relevant anti-discrimination legislation and includes physical, intellectual, psychiatric, sensory, neurological, learning, medical and behavioural conditions that may affect a student’s participation in education.

11.6 Reasonable Adjustment

“Reasonable adjustment” means a measure or action taken to assist a student to access and participate in education on the same basis as other students, provided the adjustment is reasonable in the circumstances and does not impose unjustifiable hardship on the School.

11.7 Parent/Guardian

“Parent/Guardian” means a person with parental responsibility for the student or lawful authority to act on the student’s behalf.

12. REVIEW

12.1

This policy will be reviewed periodically by the School to ensure it remains consistent with legislative requirements, regulatory expectations, and the operational needs of Frank Dando Sports Academy.

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