

Mother Teresa Catholic Primary School

Minimum Age Exemption Application



MELBOURNE
ARCHDIOCESE
CATHOLIC SCHOOLS



Principal please forward completed application form, parent letter and supporting documentation to:

Executive Director
Melbourne Archdiocese Catholic Schools Ltd
PO Box 3
EAST MELBOURNE VIC 8002

This application should be completed by parent/s or guardian/s in consultation with relevant professionals and provided to the Principal for submission to the Executive Director of Melbourne Archdiocese Catholic Schools Ltd. Note that a student seeking enrolment in Victoria must turn five by 30 April in the year of starting school and early entry will only be possible where specific criteria are met.

CHILD'S SURNAME			<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> OTHER
CHILD'S FIRST NAME		YEAR OF INTENDED COMMENCEMENT	
DATE OF BIRTH		AGE	
Please attach proof, e.g. child's birth certificate, passport, ImmiCard or letter from doctor attesting to age.			
PARENT / GUARDIAN'S NAME		RELATIONSHIP TO CHILD	
PARENT / GUARDIAN'S NAME		RELATIONSHIP TO CHILD	
ADDRESS			
CONTACT NUMBER		EMAIL	
Please provide full details of custodial parent/s, parenting orders, contact details for those with authority to enrol the child at school.			

1. Reasons for Early Entry

SUITABLE ACADEMIC CRITERION			
Has your child been assessed as having a Full Scale Intelligence Quotient (FSIQ) \geq 130?			<input type="checkbox"/> YES <input type="checkbox"/> NO
The result of the FSIQ assessment must be at least 130 (i.e. two or more standard deviations above the mean), preferably using the Wechsler Preschool and Primary Scale of Intelligence, Fourth Edition, Australian and New Zealand (WPPSI-IV A&NZ), including the 10 subtests required to calculate the FSIQ and Primary Index Scales, and conducted after the child has attained the age of 4:0 years.			
If yes, FSIQ score:		Please attach a copy of the relevant cognitive assessment by an educational psychologist registered under AHPRA. Note: It is the responsibility of the parent/guardian to obtain the cognitive assessment.	
INTERSTATE TRANSFER CRITERION			
Is your child transferring from another school, either interstate or overseas?			<input type="checkbox"/> YES <input type="checkbox"/> NO
Please attach a copy of proof of enrolment and attendance for more than one full term (3 months) at the other school and other relevant information such as attendance and school reports demonstrating academic ability.			
PREVIOUS SCHOOL'S NAME			
ADDRESS			
SUBURB		POSTCODE	
PRINCIPAL'S NAME			
CONTACT NUMBER		DATE OF INITIAL ENROLMENT AND YEAR LEVEL E.G. KINDER / PREP / FOUNDATION	

2. Receiving Principal Endorsement

Documentary Evidence Checklist

Birth certificate, passport or ImmiCard indicating that the child will be at least 4 years 6 months of age on or before 30 April in the year of commencing school.	<input type="checkbox"/> YES <input type="checkbox"/> NO
Copy of a cognitive assessment detailing a ≥ 130 Full Scale IQ (2 standard deviations or more above the mean) conducted post age 4.	<input type="checkbox"/> YES <input type="checkbox"/> NO
If relevant, evidence from previous school regarding attendance and academic ability (e.g. full details of the previous school, date of enrolment, and year level, transfer notice, letter from principal).	<input type="checkbox"/> YES <input type="checkbox"/> NO
Proof that the academic program at the other school was equivalent to the Foundation (Prep) program offered by Victorian schools, e.g. school report.	<input type="checkbox"/> YES <input type="checkbox"/> NO
Evidence from an authoritative independent source indicating suitable social, emotional and academic ability to attend school?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<ul style="list-style-type: none"> • observations academic, language/communication, literacy, numeracy skill 	<input type="checkbox"/> YES <input type="checkbox"/> NO
<ul style="list-style-type: none"> • observations of social and emotional development; and 	<input type="checkbox"/> YES <input type="checkbox"/> NO
<ul style="list-style-type: none"> • an assessment indicating risk of long-term academic disadvantage if the application for early entry is not approved. 	<input type="checkbox"/> YES <input type="checkbox"/> NO

Do you endorse the child for early entry to school?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Please provide reasons for your answer.	

DECLARATION. (to be signed by the principal)

I declare that the information I have included in this form is true and correct, and that all relevant supporting documentation is attached.

PRINCIPAL NAME			
SIGNATURE		DATE	

3. MACS Executive Director (or delegate) decision

<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED	
Comments	
SIGNATURE	
NAME	
POSITION	
DATE	