REFERRAL APPLICATION PACKAGE

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- Student Background Information Independent Assessment
- Release of Confidential Information

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- Emotional and Behavioural Issues
- General Student Information
- Detailed English / Mathematics Assessment
- School / Agency and Mentor Agreements
PART A

STUDENT BACKGROUND INFORMATION

(for students / parents/ carers to be completed in conjunction with the school / community agency)

AIMS OF PROGRAM

Borinya offers young people an opportunity to be members of a supportive, learning community during a time in their lives when they may be struggling with social or emotional challenges or when mainstream education does not meet their needs.

Borinya Community Partnership aims to:

1. provide an educational provision for young people at risk of disengaging or already disengaged within Wangaratta and surrounding districts.
2. work with young people and families to develop the social competence to:
   a. Make transition to mainstream education, or training and employment
   b. Become an active member of the community
3. Collaborate with schools to find effective ways of working with disengaged young people.

REFERRAL PROCESS

- The student / parent / carer and school community agency member meet to discuss appropriateness of Borinya program for the young person.
- Students are referred to Borinya by their school or supporting community agency via the completion of the Referral Application Forms.
- The Borinya Principal informs student/family and the referring school/agency that the application has been received.
- Interviews with each student, parent/carer and a representative from the referring school/agency.
- Following the completion of all interviews, the Enrolment Reference Group meets to determine which students will be offered places in the next semester’s intake at Borinya.
- A letter confirming acceptance is provided to the student/family and the referring school/agency.
- Students not accepted for enrolment at this time will either be placed on a waiting list or be informed why Borinya is unable to accept their application.
- A process of induction is initiated which will include the development of an individual learning plan (ILP).
STUDENT / PARENT / CARER INFORMATION

Curriculum Overview

Learning at Borinya is based on the individual. We believe that for young people to enjoy and gain from their learning experiences. It is important to identify their strengths, challenges and barriers to learning. A personalized program will be established for each student to meet these needs, gain experiences of success in learning and ensure educational requirements.

Staff-student ratio will be 1-10 with the use of a community volunteers program to support students. This will also provide opportunities to build connections with a variety of relationships within the school and community. Borinya staff aim to create a safe, caring, learning environment where each student will experience success through participation and purposeful learning.

Learning sessions will include:

- Literacy and numeracy
- A personalized project based on community links
- An electives program such as cooking, outdoor education, IT, recreation, art, technology, wood and construction or horticulture.
- Participation in community service and leadership programs.
- Opportunities to work towards a number of accredited certificates such as General Education For Adults, VCAL certificate courses in Food Operations, Baking (combined) Hairdressing and Engineering studies at Borinya. Further courses may be accessed through Borinya via GoTafe and The Centre.

The school has close links to The Centre, NESAY and local businesses and organizations for the delivery of some practical and life skills programs.

Code of Conduct

All members of Borinya have:

- The right to be treated with respect and the responsibility to treat others with respect.
- The right to work and learn without disruption from others and the responsibility to allow others to work and learn without disruption.
- The right to a clean, safe environment where property is respected and the responsibility to help and maintain that environment and property.
PART A

STUDENT BACKGROUND INFORMATION REFERRAL APPLICATION FORM

APPLICANT DETAILS

Family Name: __________________________________________________________

Given Name(s): __________________________________________________________

Preferred Name: __________________________________________________________

Date of Birth: _______ / _______ / _______  Age: _______ Gender: _______

Address: __________________________________________________________________

Suburb: ___________________________  Postcode: _______

Telephone: ___________________________  Mobile: ___________________________

Current grade or year level: _______  Student number: ___________________________

Main language spoken at home: ____________________________________________

Hobbies / Interests:

Talents / Achievements:

________________________________________________________________________

NB: Please attach a copy of birth certificate

Updated  September 2015

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REFERRAL APPLICATION PACKAGE
PART A - STUDENT BACKGROUND INFORMATION - PARENT / CARER INFORMATION

With whom does the child live?  (Please Circle)

<table>
<thead>
<tr>
<th></th>
<th>Mother</th>
<th>Father</th>
<th>DHS Care</th>
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<tbody>
<tr>
<td>Step</td>
<td>Step Father</td>
<td>Other Relative</td>
<td>Other: _________</td>
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</table>

Main Carer’s Name: __________________________________________
Occupation: ________________________________________________
Address: ____________________________________________________
Suburb: ______________ Postcode: ___________
Telephone: __________________ Mobile: ______________

Mother’s Name: __________________________________________
Occupation: ________________________________________________
Address: ____________________________________________________
Suburb: ______________ Postcode: ___________
Telephone: __________________ Mobile: ______________

Father’s Name: __________________________________________
Occupation: ________________________________________________
Address: ____________________________________________________
Suburb: ______________ Postcode: ___________
Telephone: __________________ Mobile: ______________
PART A - STUDENT BACKGROUND INFORMATION - PARENT / CARER INFORMATION

continued.

Siblings (or other young people at residential address)

<table>
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<tr>
<th>NAME</th>
<th>AGE</th>
<th>RELATIONSHIP TO APPLICANT</th>
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Are there any guardians/custody/access issues pertinent to the applicant? (please attach any relevant documents)

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Primary Contact Person: ___________________ Phone: ________________

How would you describe your relationship with the current school?

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

What do you see as the current issues / concerns for your child?

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
PART A - SUPPORT STATEMENT

To assist in planning we invite you to include a report/assessment from a specialist/professional to support the enrolment application. This assessment might come from a school student welfare person, a pediatrician, a doctor, a counsellor, a psychologist, a professional care worker from an independent agency, etc. The assessment should take the form of a statement that details the reasons supporting the enrolment of the student at an alternative educational setting that outlines the issues the student is presenting with and the specific support the students might require in a school setting.

PLEASE ENSURE THAT THE REPORT/ASSESSMENT IS PROVIDED ON THE ORGANISATIONS LETTERHEAD
**Please attach any copies of any other reports/assessments that may be useful in understanding your child’s needs/capabilities.**
PART A - STUDENT BACKGROUND INFORMATION RELEASE AND SHARING OF CONFIDENTIAL INFORMATION

STUDENT BACKGROUND INFORMATION
RELEASE AND SHARING OF CONFIDENTIAL INFORMATION

STUDENT NAME: ______________________________________________________

I / We give permission for confidential information, concerning my/our son/daughter to be shared between Borinya and relevant individuals and agencies as indicated below.

<table>
<thead>
<tr>
<th>Individual or Agency</th>
<th>Contact Person</th>
<th>Parent / Guardian Signature</th>
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<tbody>
<tr>
<td>Department of Education School</td>
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<tr>
<td>Catholic / Independent School</td>
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<tr>
<td>Dept of Education Student Welfare Worker / Psychologist</td>
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<tr>
<td>Counsellor / Psychologist</td>
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<tr>
<td>Youth Worker / Counsellor / Support Person from external agency</td>
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<td>CAMHS Workers / Psychologist</td>
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<tr>
<td>Doctor / Pediatrician</td>
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<td>Other Relevant Person or Agency Representative</td>
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</table>

Any shared information will be used for the development of strategies and programs to support your son/daughter during the negotiated duration of their involvement with Borinya Wangaratta. This information will confirm to the parameters of Privacy Compliance, will remain confidential to the staff of Borinya and/or professionals, as indicated above, already working with your child.

Updated September 2015
PART B

STUDENT INFORMATION & LEARNING PROFILE
(for schools and community agencies)

AIMS OF PROGRAM

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2. work with young people and families to develop the social competence to:
   c. Make transition to mainstream education, or training and employment
   d. Become an active member of the community
3. Collaborate with schools to find effective ways of working with disengaged young people.
4. To assist the community in recognizing that the engagement of all young people is a whole of community issue.
5. To raise community awareness of the ways to support disengaged young people to participate in the community.

Curriculum Overview

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PART B - EDUCATIONAL ISSUES

STUDENT’S NAME: ___________________________________________

PERSON COMPLETING REFERRAL________________________________

Please indicate on the scale provided, the student’s capacity in the following areas appropriate to peers (1 = lowest, 5 = highest rating). Please comment on the students’ strengths and challenges.

*Please attach reports and any assessments that may assist in developing ILPs/Behaviour/Safety Plans

NB. If a recent report is available please send copies instead of filling in the below information.

*Please indicate AUSVELS level ____________

READING:

1  2  3  4  5  6  7  8  9  10

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________  

WRITING:

1  2  3  4  5  6  7  8  9  10

_____________________________________________________________________________________
_____________________________________________________________________________________
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SPEAKING AND LISTENING:
PART B - EDUCATIONAL ISSUES – continued

STUDENT’S NAME: ____________________________

MATHEMATICS:

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CONCENTRATION:

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KEEPING UP WITH WORK:

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PART B - EDUCATIONAL ISSUES - continued 2

STUDENT’S NAME: ____________________________________________

FOLLOWING DIRECTIONS/INSTRUCTIONS:

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

RESPECT / CARE OF SELF:

_____________________________________________________________________________________
_____________________________________________________________________________________

PEER RELATIONSHIPS:

_____________________________________________________________________________________
_____________________________________________________________________________________

OTHER: ____________________________________________________________

_____________________________________________________________________________________

What is the school’s relationship with the family?

_____________________________________________________________________________________
_____________________________________________________________________________________
PART B - EDUCATIONAL ISSUES - continued 3

STUDENT’S NAME: ___________________________________________

Has an application for referral at Borinya been discussed with the student and family?
☐ Yes ☐ No

Why / why not?
_______________________________________________________________________
_______________________________________________________________________

What support service/agencies are or have been involved with the student/family?
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

What actions has the school implemented to support/manage the student?
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

What does the student say about these issues?
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

Completed by: ___________________________ Signed: _______________________

Date: _______ / _______ / _______
PART B –MATHEMATICS TEACHER’S DETAILED ASSESSMENT

To help the work of the staff at Borinya, it is important to get as much detailed information as possible on the Mathematical skills of the student. Could some detail be given regarding the following aspects of the student’s ability in the area of Mathematics.

Please comment in some detail on the AUSVELS the student is operating at and where possible provide an example of their work where appropriate.

STUDENT’S NAME: ________________________________

NUMBER & ALGEBRA:

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MEASUREMENT & GEOMETRY:

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STATISTICS & PROBABILITY:

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Please list topics to be studied by the student next semester and your school:

___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Completed by: ________________________________  Signed: ________________________________
PART B – MENTOR’S AGREEMENT

I hereby agree to:

✓ Establish or maintain a positive relationship with the student
✓ Become the student’s link with their referring school
✓ Be kept informed of the student’s progress through regular contact while the student is attending Borinya
✓ Attend mentor days and other relevant meetings
✓ Maintain a particular interest in the returning student and be the point of contact for Borinya staff during the year of outreach support.

I am committed to supporting he/she during their time at Borinya and during the Outreach component of the Program provided by Borinya.

Student: __________________________________________
Mentor: __________________________________________
Mentor’s signature: __________________________________
Date: _____ / _____ / _____.

Updated September 2015