

Enrolment Eligibility & Fees Policy

Purpose	To provide clear guidelines that ensure Jabiru Community College remains focused on providing education for young people who are disengaged from mainstream schooling due to social, emotional, or behavioral challenges. Jabiru Community College plays an important role in removing barriers to education, providing vulnerable young people with the opportunity to complete school.	
Scope:	Staff, students and parents/carers/guardians of staff. Staff includes: full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements at Jabiru Community College.	
Status:	Approved	Supersedes: September 15, 2023
Authorised by:	Co-Principals	Date of Authorisation: 1/11/2025
References:	• <u>Education (Accreditation of Non-State Schools) Act 2017</u> • <i>Community Learning Ltd Constitution</i> • <i>Jabiru Community College Strategic Plan</i> <i>All JCC Policies located in Employment Hero or upon request</i>	
Review Date:	Every five years	Next Review Date: 1/11/ 2030
Policy Owner:	Co-Principals	

1. Eligibility for Enrolment

Jabiru Community College (JCC) is an accredited Special Assistance School under *The Education (Accreditation of Non-State Schools) Act 2017 (The Act)*.

In accordance with *The Act*, JCC will not enrol young people who meet any of the following criteria:

- Are currently enrolled at and attending another school (including home-schooling).
- Are currently enrolled at another training centre.
- Are employed 25 hours per week or more.

2. College Vision and Purpose

The College's enrolment focus is aligned with its Strategic Plan (2025-2028), which commits to supporting young people who are disengaged or at risk of disengagement from mainstream education.

- **Vision:** "Young people that are motivated, equipped and empowered to see and create their meaningful future."
- **Purpose:** "To provide a safe, personalised, inclusive, authentic and engaging learning experience that meets the needs of all young people where they are at."

3. Reaching Disengaged Youth and Families

The College acknowledges that young people and families who have not succeeded in mainstream education may be complex to reach. To address this, JCC commits to a targeted outreach strategy:

The College will:

- Engage with educational and youth support stakeholders to leverage existing networks.
- Conduct targeted digital and social media marketing to raise awareness of the College's mission and educational program.

The College will achieve this through the following ongoing actions:

- Regularly communicate enrolment information and current capacity to key stakeholder groups.
- Maintain an informative, up-to-date, and vibrant website with the capability for online enrolment applications.
- Strategically market the College on selected social media platforms frequented by relevant families.
- Provide clear enrolment and eligibility information to all people who contact the College.
- Maintain a waitlist of prospective students.

4. Enrolment Process and Fees

Enrolment Meetings

Prior to formal enrolment, the College will conduct a detailed enrolment meeting with prospective students and their parents/carers or guardians. This meeting serves two key purposes:

1. To confirm the young person's eligibility under this policy.

2. To ensure the student and family are clearly aware of the College's educational and engagement expectations.

Fees

In line with *The Act*, Jabiru Community College's educational program is fee-free. The College does not charge students for:

- Enrolment fees
- Excursions or camps
- School photos
- Year 12 jerseys

NOTE: The College's fee-free commitment applies exclusively to its direct educational programs and services. Costs incurred under the following circumstances are not covered:

- Student-Initiated Projects:
 - If a student chooses to undertake a Personal Project that requires a significant financial outlay (e.g. specialised materials, unique resources), the College reserves the right to request a financial contribution from the student/family.
 - Any such cost or required contribution must be negotiated and formally approved by the Co-Principals prior to the project commencing.
- External Education Providers (RTOs/Third Parties):
 - Jabiru Community College is not responsible for any enrolment fees, course fees, or related costs charged by external Registered Training Organisations (RTOs) or other third-party education providers that a student chooses to engage with for vocational training or other courses.
 - These external costs are beyond the College's control and are the sole responsibility of the student/family.
 - Exception: In limited, exceptional circumstances, the College may consider offering discretionary fee assistance for training undertaken at an external RTO. Any such assistance is solely at the discretion of the Co-Principals and must be applied for.