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**SCHOOL EDUCATION ACT 1999**

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**SCHOOL EDUCATION  
REGULATIONS 2000**



Western Australia

## School Education Regulations 2000

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School Education Act 1999

## School Education Regulations 2000

Made by the Governor in Executive Council.

### Part 1 — Preliminary

**1. Citation**

These regulations may be cited as the *School Education Regulations 2000*.

**2. Commencement**

These regulations come into operation on 1 January 2001.

**3. Interpretation**

(1) In these regulations —

“**adult student**” has the meaning given by section 97;

“**breach of school discipline**” has the meaning given by section 89;

“**code of conduct**”, in relation to a school, means a code of conduct formulated for students at the school as referred to in section 128(c);

“**curriculum framework**” means the curriculum framework approved by the Curriculum Council under the *Curriculum Council Act 1997*;

“**dress code**”, in relation to a school, means the dress code determined under section 128(d) by the school’s Council;

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**“first charges payment year”** has the meaning given by section 97;

**“governing body”**, in relation to a school or proposed school, has the meaning given by section 150;

**“governing body”**, in relation to a kindergarten or a proposed kindergarten, has the meaning given by section 191;

**“independent minor”** means a child designated as such under regulation 147(1);

**“kindergarten programme”** means an educational programme the content and implementation of which are designed for children in the first year of their pre-compulsory education period;

**“licence”** means a licence to which section 218 applies;

**“link school”**, in relation to a kindergarten, means the school of the principal who is nominated under section 205(1)(d) in respect of that kindergarten;

**“overseas student”** has the meaning given by section 97;

Note: the criterion for the definition of “overseas student” is prescribed in regulation 62.

**“Part 4 CEO”** means the chief executive officer to whom section 151 applies;

**“pre-primary programme”** means an educational programme the content and implementation of which are designed for children in the second year of their pre-compulsory education period;

**“primary programme”** means an educational programme the content and implementation of which are designed for children in the first 7 years of their compulsory education period;

**“prohibition order”** means an order made under regulation 78(1);

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Preliminary

**Part 1****r. 3**

**“registrar”**, in relation to a school, means a person appointed under section 235(1)(a) or (c) as the registrar, the bursar or the business manager of the school;

**“school administrator”**, in relation to a school, means a person referred to in section 237(a)(i) or (ii) in respect of that school;

Note: the offices or positions referred to in section 237(a)(ii) are prescribed by regulation 127.

**“school premises”** has the meaning given by section 119(1);

**“school’s premises”**, in relation to a school, means the school premises of that school;

**“secondary programme”** means an educational programme the content and implementation of which are designed for children in the eighth to tenth years of their compulsory education period;

**“section”** means section of the Act;

**“security coordinator”** means the person employed in the department as the person in charge of the coordination of the security of school premises;

**“serious breach of school discipline”** means a breach of school discipline of a kind that is, or that is committed in circumstances that are —

- (a) set out in the school’s code of conduct as a serious breach of school discipline; or
- (b) referred to in a direction under section 232 or CEO’s Instructions under section 233 as a serious breach of school discipline;

**“sibling”**, in relation to a person —

- (a) means a brother or sister of the person (whether of the whole or half blood or adopted); or

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- (b) where the spouse or defacto spouse of the person's parent is not the person's natural parent, means a child of that spouse or defacto spouse whose usual place of residence is the same as that of the person;

**“specialist programme”** means an educational programme approved by the chief executive officer as a specialist programme;

**“vehicle”** means —

- (a) any vehicle described in the First Schedule to the *Road Traffic Act 1974*; or
- (b) a bicycle;

Note: the *Road Traffic Act* First Schedule includes vehicles such as motor cars, trucks, omnibuses, motor cycles, trailers and caravans.

**“visa”** means a visa under the *Migration Act 1958* of the Commonwealth.

Note: A word used in these regulations may have the same meaning as it has under the *School Education Act 1999: Interpretation Act 1984* s. 44(1).

- (2) A reference in these regulations to a “person responsible for a student” is a reference to a person whose details have been provided under section 16(1)(b)(ii)(II) in relation to the student.

**4. Notes etc. not part of regulations**

Notes and examples in these regulations are provided to assist understanding and do not form part of the regulations.



**School Education Regulations 2000**

Enrolment and attendance

**Part 2**

Enrolment, all schools

**Division 1****r. 5****Part 2 — Enrolment and attendance****Division 1 — Enrolment, all schools****5. Other information to be provided on enrolment: s. 16(1)(h)**

The information prescribed for the purposes of section 16(1)(h) is information as to who is to be contacted in emergency situations that affect the enrollee and contact details for the relevant persons.

**6. Information in enrolment register: s. 19(a)**

(1) The information prescribed for the purposes of section 19(a) is as follows —

- (a) the name of the enrollee;
- (b) the date of birth of the enrollee;
- (c) the date of enrolment of the enrollee;
- (d) the date on which the enrolment ceases.

(2) The information referred to in subregulation (1) may be retained in an electronic form but must be able to be reproduced in written form.

**7. Retention period for particulars in enrolment register: s. 19(b)**

The particulars recorded in a register under section 19(a) in relation to a particular student are to be retained for 7 years from the day on which the student's enrolment ceases.

**8. Retention of particulars in enrolment register if school closes: s. 244(1)**

(1) If a government school closes before the period referred to in regulation 7 expires, the chief executive officer is to ensure that the particulars referred to in that regulation are retained for the period.

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- (2) If a non-government school closes before the period referred to in regulation 7 expires, the Part 4 CEO is to ensure that the particulars referred to in that regulation are retained for the period.

**9. Retention of particulars in enrolment registers of government schools after first 7 year period: s. 244(1)**

- (1) When the period referred to in regulation 7 expires in relation to particulars recorded in a government school's register, the chief executive officer —
- (a) is to take such action as is within the chief executive officer's power to cause the particulars to be preserved as State archives under the *Library Board of Western Australia Act 1951*; or
  - (b) if the particulars are not to be preserved as State archives under that Act, is to ensure that the particulars are otherwise preserved indefinitely, in so far as is practicable.
- (2) If it is not practicable to preserve indefinitely the particulars referred to in subregulation (1)(b) the particulars must not be disposed of or destroyed without the authority of the chief executive officer.
- (3) This regulation applies whether or not the school referred to in subregulation (1) has closed.

**10. Retention of particulars in enrolment registers of non-government schools after first 7 year period: s. 244(1)**

- (1) When the period referred to in regulation 7 expires in relation to particulars recorded in the register of a non-government school, the Part 4 CEO is to ensure that the particulars are preserved indefinitely, in so far as is practicable.
- (2) If it is not practicable to preserve indefinitely the particulars referred to in subregulation (1), the particulars must not be disposed of or destroyed without the authority of the Part 4 CEO.

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- (3) This regulation applies whether or not the school referred to in subregulation (1) has closed.

**11. Child's former principal to be advised if child is enrolled at another school: s. 244(1)**

If —

- (a) a child of compulsory school age is enrolled at a school; and
- (b) the school at which the child was last enrolled is within Western Australia,

the principal of the school mentioned in paragraph (a) is to inform the principal of the school mentioned in paragraph (b), by such means as are approved by the chief executive officer, that the child is enrolled at the school mentioned in paragraph (a).

**Division 2 — Enrolment, government schools**

**12. Enrolment for temporary residents — participants in exchange programmes: s. 76(2)**

For the purposes of section 76(2), a child who is not entitled to reside permanently in Australia is entitled to be enrolled at a government school if —

- (a) the child's usual place of residence while in Australia is in Western Australia;
- (b) the child holds a visa of subclass 560 (student visa); and
- (c) the child is involved in a secondary education exchange programme of an exchange organisation that is registered by the State Registration Committee.

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**13. Enrolment for temporary residents — dependents of scholarship holders: s. 76(2)**

For the purposes of section 76(2), a child who is not entitled to reside permanently in Australia is entitled to be enrolled at a government school if —

- (a) the child's usual place of residence while in Australia is in Western Australia;
- (b) the child is a dependent of a person who holds a visa of subclass 560 (student visa); and
- (c) the person is the holder of a scholarship of a kind set out in Schedule 1.

**14. Enrolment for other temporary residents: s. 76(2)**

For the purposes of section 76(2), a child who is not entitled to reside permanently in Australia is entitled to be enrolled at a government school if —

- (a) the child's usual place of residence while in Australia is in Western Australia; and
- (b) the child, or a person in respect of whom the child is a dependent child —
  - (i) holds a visa of a kind set out in Schedule 2; or
  - (ii) is entitled to reside temporarily in Australia under the Status of Forces Agreement signed at Canberra on 9 May 1963.

**15. Priority of enrolment at a particular government school for pre-compulsory education period: s. 244(1)**

If the number of children in their pre-compulsory period applying for enrolment at a particular government school for a particular year exceeds the number of available places at the

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school, priority for enrolment is to be given in the following order —

- (a) to a child —
  - (i) who has a sibling who is enrolled at the school for that year; and
  - (ii) who lives nearest the school;
- (b) to a child —
  - (i) who does not have a sibling who is enrolled at the school for that year; and
  - (ii) who lives nearest the school.

**16. Priority of enrolment at a local-intake school for children of compulsory school age not living in the intake area: s. 244(1)**

- (1) This regulation applies to children —
  - (a) who are of compulsory school age; and
  - (b) whose usual place of residence is not in the intake area for a particular local-intake school.
- (2) If the number of children referred to in subregulation (1) applying for enrolment at a the local-intake school for a particular year exceeds the number of available places at the school, priority for enrolment is to be given in the following order —
  - (a) to a child who qualifies to participate in a specialist programme at that school for that year;
  - (b) to a child —
    - (i) who has a sibling who is enrolled at the school for that year other than a sibling who is enrolled at the school to participate in a specialist programme; and
    - (ii) who lives nearest the school;

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- (c) to a child —
  - (i) who —
    - (I) does not have a sibling who is enrolled at the school for that year; or
    - (II) has a sibling who is enrolled at the school for that year to participate in a specialist programme;
  - and
  - (ii) who lives nearest the school.

**17. Priority of enrolment at local-intake schools for post-compulsory education period: s. 244(1)**

If the number of children in their post-compulsory education period applying for enrolment at a particular government school that is a local-intake school for a particular year exceeds the number of available places at the school, priority for enrolment is to be given in the following order —

- (a) to a child who was enrolled at the school during the final year of the child's compulsory education period, but this priority does not apply to a child who is enrolled at another school during any part of his or her post-compulsory education period;
- (b) to a child who qualifies to participate in a specialist programme at that school for that year;
- (c) to a child who lives nearest the school.

**18. Other criteria as to enrolment at Schools of Isolated and Distance Education: s. 79(1)(b)**

For the purposes of section 79, a child is not to be enrolled at a School of Isolated and Distance Education unless the child cannot be reasonably expected to attend, or participate in an educational programme of, any other government school because an appropriate school is not accessible from, or close enough to, the child's usual place of residence.

**School Education Regulations 2000**Enrolment and attendance **Part 2**Enrolment, government schools **Division 2****r. 19****19. Enrolment of persons beyond their post-compulsory education period: s. 81(2)**

- (1) This regulation is prescribed for the purposes of section 81(2).
- (2) The chief executive officer is not to approve the enrolment of a person under section 81(1) at a government school unless there is available for the person at the school —
  - (a) an appropriate educational programme; and
  - (b) classroom accommodation.
- (3) The chief executive officer is not to approve the enrolment of a person under section 81(1) without having regard to the person's —
  - (a) educational history;
  - (b) individual circumstances; and
  - (c) record of past behaviour as a student and attitude to school.

## Examples:

- a student might have started his or her schooling late or repeated a year
  - a student might need more than 2 years to complete his or her post-compulsory programme because of planned or unplanned interruptions, including sporting commitments, overseas visits or exchange programmes or medical or compassionate reasons
  - a student from outside the State or Australia might need to repeat a year of study because of disruption to his or her schooling
- (4) The chief executive officer is to have regard to the matters referred to in subregulation (5) when deciding whether or not to approve the enrolment of an adult person under section 81(1) —
    - (a) at a government school that will also be attended by a child of compulsory school age; or
    - (b) in an educational programme of a government school that will be also be participated in by a child of compulsory school age.

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- (5) The matters to which the chief executive officer is to have regard are —
- (a) whether the person has been convicted or otherwise found guilty of an offence whether or not —
    - (i) the conviction or finding was made in Western Australia; or
    - (ii) the offence was committed in or outside Western Australia;
  - and
  - (b) whether any charge in relation to an offence, whether committed in or outside Western Australia, is outstanding or whether any proceeding in relation to such an offence is pending.

**20. Enrolment of overseas students: s. 244(1)**

A person is not to be enrolled at a government school as an overseas student unless —

- (a) there is available for the person at the school —
  - (i) an appropriate educational programme; and
  - (ii) classroom accommodation;
- (b) each person who is entitled under Part 3 Division 4 of the Act to be enrolled at the government school has been given priority for enrolment at the school; and
- (c) the school's principal has the approval of the chief executive officer to enrol overseas students at the school.



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s. 28(1)(b)**

- (1) The particulars recorded under section 28(1)(a) in relation to a particular student are to be retained for 7 years from the day on which the student's enrolment ceases.
- (2) Nothing in subregulation (1) or regulation 22 is intended to affect the application of the *Library Board of Western Australia Act 1951* in respect of the particulars recorded under section 28(1)(a) in relation to students at government schools.

**22. Retention of particulars of attendance if school closes:  
s. 244(1)**

- (1) If a government school closes before the period referred to in regulation 21(1) expires, the chief executive officer is to ensure that the particulars are retained for the period.
- (2) If a non-government school closes before the period referred to in regulation 21(1) expires, the Part 4 CEO is to ensure that the particulars are retained for the period.

**23. Identification badges of school attendance officers: s. 34(4)**

The identification badge of a school attendance officer is to contain —

- (a) the name of the school attendance officer;
- (b) a photograph of the school attendance officer;
- (c) a statement that the person has been designated under section 33 as a school attendance officer; and
- (d) the expiry date or currency of the designation.

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**Part 3 — Management of government schools****Division 1 — Hours of instruction****24. Minimum hours of instruction for children enrolled at a government school in a kindergarten programme: s. 123(2)(b)**

Subject to regulation 27, a child enrolled at a government school in a kindergarten programme is to be provided at least 11 hours instruction during each week in which the school is open for instruction.

**25. Minimum hours of instruction for children enrolled in a pre-primary programme: s. 123(2)(b)**

- (1) Subject to regulation 27, before 1 January 2002 a child enrolled at a government school in a pre-primary programme is to be provided at least 20 hours and 40 minutes instruction during each week in which the school is open for instruction.
- (2) Subject to regulation 27, on and from 1 January 2002 a child enrolled at a government school in a pre-primary programme is to be provided —
  - (a) at least 25 hours and 50 minutes instruction during each week in which the school is open for instruction; and
  - (b) at least 4 hours and 10 minutes instruction during each day in which the school is open for instruction.

**26. Minimum hours of instruction for children enrolled in a primary or secondary programme: s. 123(2)(b)**

Subject to regulation 27, a child enrolled at a government school in a primary programme or secondary programme is to be provided —

- (a) at least 25 hours and 50 minutes instruction during each week in which the school is open for instruction; and
- (b) at least 4 hours and 10 minutes instruction during each day in which the school is open for instruction.

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Health, safety and cleanliness

**Division 2****r. 27****27. Matters affecting the minimum weekly and daily periods**

- (1) A period referred to in regulation 24, 25 or 26 does not include time for recess or lunch.
- (2) A period referred to in regulation 24 or 25(1) is reduced by 25% for each public holiday on which a government school is closed during a week in which the school would otherwise be open for instruction.
- (3) A period referred to in regulation 25(2)(a) or 26(a) is reduced by 20% for each public holiday on which a government school is closed during a week in which the school would otherwise be open for instruction.
- (4) The chief executive officer may reduce a period referred to in regulation 24, 25 or 26 if the reduction in the period would benefit —
  - (a) children enrolled in a kindergarten programme, a pre-primary programme, a primary programme or a secondary programme, as is relevant to the case, at a government school; or
  - (b) the management of a government school.

**Division 2 — Health, safety and cleanliness****28. Specialised health care needs: s. 123(1)**

If a student at a government school has a medical condition that needs attention when the enrollee is attending school or is otherwise participating in an educational programme of the school the principal may seek such advice from the Executive Director of Public Health or a registered medical practitioner as will assist —

- (a) the principal in deciding whether any member of the staff of the school is to give attention to the student's medical condition; or

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- (b) a member of the staff of the school when giving attention to the student's medical condition.

**29. Head lice inspections: s. 123(1)**

- (1) The principal of a government school may authorise a member of the teaching staff or another officer at the school to examine the head of any student at the school for the purpose of ascertaining whether head lice are present.

Note: section 27 applies in the case where a student is found to be suffering from a contagious medical condition.

- (2) If a student refuses to be examined under subregulation (1) the principal may direct the student —
  - (a) not to attend the school until such time as the student is examined under subregulation (1) or by a registered medical practitioner and found not to have head lice; or
  - (b) not to participate in an educational programme of the school until such time as the student is examined under subregulation (1) or by a registered medical practitioner and found not to have head lice.

Note: under section 337(1) of the *Health Act 1911* a child attending a school is required to submit to a medical or physical examination by a medical officer or any nurse authorised by the Executive Director, Personal Health, and the parents or guardians of the child are required to permit such examination as the medical officer or nurse deems necessary.

**30. Clothing, hair styles or adornments that might be a hazard: s. 123(1)**

- (1) The principal of a government school may prevent a student from participating in a school activity if the student's participation in the activity would constitute, or would be likely to constitute, a hazard to the student, or to other students or members of staff at the school, as a result of —
  - (a) the clothing worn by the student including headwear or footwear;

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- (b) the length of the student's hair, or the student's hair style; or
  - (c) the jewellery or other adornment worn by the student including any ring, stud or other thing attached to the student's body.
- (2) A principal may take action under subregulation (1) whether or not the student is complying with the school's dress code.

**31. Students to be clean: s. 123(1)**

If the state of hygiene of a student at a government school is likely to adversely affect the capacity of other students or members of the teaching staff at the school to participate in a school activity, the principal of the school may require the student to cleanse himself or herself or to return home for that purpose.

**32. Parent etc. to be informed of action taken: s. 123(1)**

If a principal takes action under regulation 29(2), 30 or 31 the principal is to take reasonable steps to advise a parent of the student or a person responsible for the student (unless the student is an adult student or an independent minor) of the action and the reasons for the action and seek that person's assistance in dealing with the situation if necessary.

**Division 3 — School dress codes and codes of conduct****Subdivision 1 — School dress codes****33. Matters which may be provided for in a dress code: s. 140(d)(i)**

The following matters may be provided for in a government school's dress code —

- (a) standards of what is acceptable in relation to the clothing worn by students at the school including headwear or footwear;

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- (b) standards of what is acceptable in relation to other aspects of the personal presentation of students.

**34. Information about dress codes: s. 123(1)**

The principal of a government school is to ensure that each student enrolled at the school and, unless the student is an adult student or an independent minor, a parent of the student or a person responsible for the student are informed in writing —

- (a) at the time of the student's enrolment at the school about the requirements of the school's dress code (if any); and
- (b) about any changes to the school's dress code.

**35. Exemption from compliance with dress code: s. 140(d)(iii)**

- (1) The following persons may apply to the principal of a government school to be exempted from complying with one or more of the requirements of the school's dress code —
  - (a) if the student is an adult student or an independent minor, the student;
  - (b) otherwise, a parent of the student or a person responsible for the student.
- (2) On an application under subregulation (1), the principal of a school may exempt, for such period as the principal thinks fit, the student from complying with any requirement of the school's dress code on any of the following grounds —
  - (a) the unavailability of a component of the dress code;
  - (b) a matter relating to the student's health;
  - (c) a matter relating to the religious beliefs of the student or the student's family;
  - (d) a matter relating to the cultural background of the student or the student's family;
  - (e) any other matter which, in the principal's opinion, is sufficient to exempt the student from complying with the requirement.

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- (3) The principal may make the exemption subject to conditions.
- (4) If the principal of a government school exempts a student at the school from complying with any requirement of the school's dress code then the principal must —
  - (a) ensure that a written record is made of —
    - (i) each requirement of the school dress code that the student is exempt from complying with;
    - (ii) the period of time for which each exemption has effect;
    - (iii) the ground on which each exemption was given; and
    - (iv) any relevant condition of the exemption;
  - (b) ensure that the applicant receives a copy of the record; and
  - (c) ensure that each of the student's teachers is informed of the contents of the record.
- (5) On an application under subregulation (1) the principal may also determine that the exemption applies —
  - (a) to all students at the school in specified circumstances and if so, is to ensure that the persons affected are informed in writing of the details of the exemption; or
  - (b) to all students in a specified category of students at the school and if so, is to ensure that the persons affected are informed in writing of the details of the exemption.
- (6) The principal —
  - (a) may revoke or vary an exemption given under this regulation at any time; and
  - (b) is to ensure that the persons affected are informed in writing of the revocation or variation.

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**36. Non-compliance with a school dress code: s. 123(2)(a)**

- (1) The principal of a government school may take the action set out in subregulation (2) if —
  - (a) a student at the school does not comply with a requirement of the school's dress code; and
  - (b) the student is not exempted under regulation 35 from complying with the requirement.
- (2) The principal may do one or both of the following things —
  - (a) prevent the student from attending any activity in respect of which the student would have been representing the school; or
  - (b) prevent the student from attending or participating in any school activity which, in the opinion of the principal, is not part of the essential educational programme of the school.
- (3) Despite any regulation in Division 5, a student to whom subregulation (1) applies is not to be disciplined in relation to the non-compliance in any manner other than the manner set out in subregulation (2).

**Subdivision 2 — Codes of conduct****37. Codes of conduct: s. 244(1)**

A school's code of conduct is not to be inconsistent with any relevant direction under section 135 or 232 or CEO's Instructions under section 233.

**Division 4 — Supervision and control of students****38. Supervision of students etc.: ss. 123(1) and 244(1)**

- (1) A member of the teaching staff at a government school may take reasonable steps to ensure that a student at the school behaves in



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Supervision and control of students

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an orderly and disciplined manner in any of the following circumstances —

- (a) when the student is attending the school or otherwise participating in an educational programme of the school;
  - (b) when the student is attending a school camp or activity conducted by the school;
  - (c) when the student is on his or her way to or from a school camp or an activity conducted by the school, under the supervision of a member of the teaching staff;
  - (d) when the student is engaged in a school activity involving students at the school or another school.
- (2) A member of the teaching staff at a government school may take reasonable steps to ensure that a student at another school behaves in an orderly and disciplined manner when the student is engaged in a school activity with the teacher's school.

**39. Preventing or restraining student from injuring persons or damaging property: ss. 119(2)(f), 123(1) and 244(1)**

- (1) A member of the teaching staff at a government school may take such physical action as is appropriate to prevent or restrain a student at the school from acting in a manner which places at risk the safety of —
- (a) that student or any other person; or
  - (b) any property (whether or not vested in the Minister).
- (2) The power referred to in subregulation (1) may be exercised in any of the following circumstances —
- (a) when the student is attending the school or otherwise participating in an educational programme of the school;
  - (b) when the student is attending a school camp or school activity conducted by the school;

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- (c) when the student is on his or her way to or from a school camp or an activity conducted by the school, under the supervision of a member of the teaching staff;
- (d) when the student is engaged in a school activity involving students at the school or another school.

**Division 5 — Discipline****Subdivision 1 — Discipline other than suspension****40. Powers of principals as to discipline of students: s. 123(2)(a)**

- (1) Subject to Part 3 Division 5 of the Act, regulation 36 and this Division, the principal of a government school may determine —
  - (a) the ways in which students at the school may be disciplined for breaches of school discipline; and
  - (b) the breaches of school discipline that are to be dealt with by —
    - (i) the principal; or
    - (ii) any other member of the teaching staff.
- (2) A student at a government school is not to be disciplined by way of corporal punishment.

**41. Affecting educational programme, breaks or activities: s. 123(2)(a)**

- (1) If a student at a government school commits a breach of school discipline a school administrator at the school may —
  - (a) withdraw the student from any class or classes of instruction;
  - (b) alter any of the student's recess or lunch periods; or
  - (c) restrict or prohibit the student's participation in a school activity or activities.

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- (2) A student is not to be withdrawn from any class or classes of instruction for more than 5 consecutive school days.
  - (3) Action taken under subregulation (2) is not to affect any requirement of the student to attend the school.

**42. Detention: s. 123(2)(a)**

- (1) If a student at a government school commits a breach of school discipline a member of the teaching staff at the school may detain the student after school for a period of time approved by the principal of the school.
- (2) Before a student is detained the principal of the school or a person authorised by the principal to do so is to take all reasonable steps —
  - (a) to contact either —
    - (i) a person who at law has responsibility for the day to day care, welfare and development of the student; or
    - (ii) a person responsible for the student, as is relevant to the case; and
  - (b) to ensure that an arrangement is in place for the student to get home.
- (3) A student must not be detained for more than 30 minutes unless —
  - (a) a person referred to in subregulation (2)(a)(i) or (ii) has been informed of the detention; and
  - (b) the principal or the person authorised by the principal ensures that —
    - (i) an arrangement is in place for the student to get home; and
    - (ii) the arrangement has been agreed to by a person referred to in subregulation (2)(a)(i) or (ii).

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**Subdivision 2 — Suspension****43. Maximum period of suspension for breach of school discipline: s. 90(1)**

- (1) The period prescribed for the purposes of section 90(1) —
  - (a) is 5 consecutive school days unless paragraph (b), (c) or (d) applies;
  - (b) is 10 consecutive school days if the student commits a serious breach of school discipline;
  - (c) is 10 consecutive school days if the principal makes a recommendation under section 92(1)(a) that the chief executive officer exercise a power under section 94; or
  - (d) is such further period as is authorised by the chief executive officer if —
    - (i) the principal has made a recommendation under section 92(1)(a) that the chief executive officer exercise a power under section 94;
    - (ii) the chief executive officer has not made a decision based on the material and information referred to in section 92(6);
    - (iii) the period of suspension imposed by the principal has expired; and
    - (iv) the student and, unless the student is an adult student or an independent minor, a parent of the student or a person responsible for the student have been given a reasonable opportunity to show that the suspension should not continue.
- (2) If a student is either wholly or partially suspended from attendance at a school for a period of suspension referred to in subregulation (1)(a), (b), or (c), the period terminates at the end of the school term in which the term was imposed.

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- (3) Nothing in this regulation prevents a student who has been suspended for a period referred to in subregulation (1) from being suspended for a breach of school discipline that occurs after that period if the periods of suspension are not consecutive.

**44. Suspension for breach of school discipline: s. 90(2)**

- (1) If a principal proposes to suspend a student under section 90(1) the principal is to provide written advice about the duration of, and reasons for, the proposed suspension to —
- (a) the student; and
  - (b) unless the student is an adult student or an independent minor, a parent of the student or a person responsible for the student.
- (2) The principal is to give a person who is given advice under subregulation (1) a reasonable opportunity to give reasons for not suspending the student.
- (3) A principal is not to suspend a student under section 90(1) without having first complied with subregulations (1) and (2) unless the student commits a serious breach of school discipline that adversely affects or threatens the safety of a person at the school.
- (4) If a principal suspends a student under section 90(1) because the student has committed a serious breach of school discipline that adversely affects or threatens the safety of a person at the school then as soon as practicable after the suspension takes effect the principal is to provide written advice about the duration of, and reasons for, the suspension to —
- (a) the student; and
  - (b) unless the student is an adult student or an independent minor, a parent of the student or a person responsible for the student.
- (5) The principal is to give a person given advice under subregulation (4) a reasonable opportunity to show that the

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student should not have been suspended or that the suspension should not continue.

- (6) A student who is suspended under section 90(1) remains subject to the school's code of conduct during the period of suspension.

**45. Consultation**

- (1) If a student is suspended under section 90(1) for a total of 10 or more days in a school year the principal is to take reasonable steps to arrange a consultation with a parent of the student or a person responsible for the student (unless the student is an adult student or an independent minor) for the purposes of discussing the student's behaviour and educational programme with the parent or responsible person, with a view to avoiding any further breaches of school discipline by the student.
- (2) Nothing in subregulation (1) prevents the principal from arranging consultations referred to in that subregulation for students other than those referred to in that subregulation.

**46. Educational instruction for suspended students: s. 90(3)**

If a student is suspended under section 90(1) —

- (a) for 3 or more consecutive school days; or  
(b) for a total of 5 or more school days in a school year,

the principal of the school is to ensure that educational instruction is made available to the student.

**Division 6 — Special religious education****47. Provision of special religious education: s. 69(1)**

- (1) The principal of a government school may request the following persons to advise the principal of the religious denomination or group to which a student belongs —
- (a) a parent of the student or a person responsible for the student; or

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- (b) if the student is an adult student or an independent minor, the student.
- (2) A person is not obliged to give the principal the advice requested under subregulation (1).
- (3) If a government school provides special religious education, the principal of the school is to ensure that appropriate arrangements are in place —
  - (a) to provide for a student at the school to participate in special religious education; and
  - (b) to provide for a student at the school who does not participate in special religious education.

**48. Persons authorised to give special religious education: s. 69(3)**

- (1) The chief executive officer may approve persons as being authorised to give special religious education in schools.
- (2) The chief executive officer may —
  - (a) make an approval under subregulation (1) subject to conditions; and
  - (b) revoke an approval at any time.
- (3) The principal of a government school is to ensure, before a person gives special religious education to students at the school, that the person is authorised under subregulation (1) to give special religious education in the school.

**Division 7 — Advertising and sponsorship****49. Definition**

In this Division —

**“arrangement”** means an agreement or arrangement for advertising or sponsorship in connection with an educational programme or school activity at a

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government school under which the school or any member of staff of, or student at, the school receives money, goods, services or facilities.

**50. Duration and value of arrangements: ss. 216(2)(d) and 244(3)**

- (1) The Minister may enter into an arrangement that has effect for up to 5 years.
- (2) The chief executive officer acting in the exercise of the power conferred by section 216(2)(d) and as the delegate of the Minister under a delegation under section 224 may enter into an arrangement —
  - (a) that has effect for up to 5 years; and
  - (b) that has a value up to \$100 000.
- (3) The principal of a government school acting in the exercise of the power conferred by section 216(2)(d) and as the subdelegate of the Minister under a subdelegation under section 225 may enter into an arrangement in relation to the school —
  - (a) that has effect for up to 2 years; and
  - (b) that has a value up to \$10 000.
- (4) Without affecting section 216(5), an arrangement referred to in subregulation (2) or (3) is of no effect unless the terms and conditions of the arrangement are approved by the Minister.
- (5) An arrangement that has a value of \$500 or more must be in writing.

**51. Limitations on arrangements: ss. 216(2)(d) and 244(3)**

An arrangement —

- (a) must not adversely affect, or be likely to adversely affect the safety, health, welfare or best interests of the students at the school;



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- (b) must not require the school or any member of staff of, or student at, the school or the department to endorse, recommend or promote any goods or services;
  - (c) must not enable a party to the arrangement other than the Minister, the chief executive officer or the principal, as is relevant to the case —
    - (i) to invite students to participate in an activity; or
    - (ii) to make the arrangement conditional upon student participation in an activity;
  - (d) must not provide for any student at the school to participate in an activity unless the student chooses to do so;
  - (e) must not restrict competition or require or lead to the exclusive supply by the advertiser or sponsor of goods or services to the school;
  - (f) must not promote, or enable the distribution of, goods or services to the school or to any member of staff of, or student at, the school if the consumption of the goods or services is likely to —
    - (i) conflict with the ethos and values of the school; or
    - (ii) otherwise adversely affect the school's reputation;or
  - (g) must not enable the distribution, to students at the school, of materials promoting or endorsing any particular denomination or sect or any political party.

**52. Naming rights: s. 244(3)(b)**

- (1) An arrangement must not provide for the right to name —
  - (a) the school; or
  - (b) an educational programme of the school.

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- (2) An arrangement may provide for the right to name —
- (a) a facility at the school, including a building or an oval;
  - (b) a school activity held at or by the school, including a concert, sporting event, carnival or competition; or
  - (c) a prize, scholarship or award to be given to a student at, or member of staff of, the school.

**53. Teaching materials: s. 244(3)(d)**

Teaching materials provided under an arrangement are not to be used at the school unless they are clearly identified as being provided under the arrangement.

**Division 8 — Disputes and complaints****54. Definition**

In this Division —

“**scheme**” means a scheme provided for under regulation 55.

**55. Scheme for dealing with disputes and complaints:  
s. 118(2)(a)**

- (1) The chief executive officer may make provision, by instrument published in the *Gazette*, for a scheme for dealing with disputes and complaints.
- (2) The chief executive officer is to ensure that a scheme —
  - (a) is consistent with, and requires the application of, the principles of procedural fairness;
  - (b) complies, as far as practicable, with Standards Australia AS 4269-1995 and any amendments to that standard;
  - (c) does not allow a person referred to in section 235(1) to make a complaint under the scheme unless the complaint relates to the person’s child and the child is a student at a government school;

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- (d) does not purport to affect any right that a person has in relation to the making of a complaint under any other law;
- (e) does not purport to prevent the chief executive officer from dealing with a matter that is the subject of a complaint by way of exercising the powers of an employing authority under Part 5 of the *Public Sector Management Act 1994* as that Part has effect under section 239; and
- (f) provides for the chief executive officer to prevent a complaint being dealt with under the scheme if dealing with the complaint under the scheme would be likely to delay, interfere with or jeopardise an inquiry, investigation or proceeding under any other law.

**56. Protection of complainants etc.: s. 118(2)(b)**

- (1) A person is not liable to any civil proceedings in respect of —
  - (a) making a complaint under a scheme; or
  - (b) providing information in the course of, or for the purposes of —
    - (i) the investigation of a complaint under a scheme; or
    - (ii) a proceeding in respect of a complaint under a scheme.
- (2) Subregulation (1) does not apply if the complaint was made, or the information was provided, in bad faith.
- (3) No civil proceedings are to be brought against a person in respect of an act referred to in subregulation (1)(a) or (b) without the leave of the Supreme Court, and the Supreme Court is not to give leave unless it is satisfied that there is substantial ground for the contention that the person to be proceeded against has acted in bad faith.

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**57. Person not to be penalised because of making a complaint under a scheme: s. 118(2)(b)**

A person must not —

- (a) by threats or intimidation persuade or attempt to persuade another person not to continue with proceedings in relation to a complaint under a scheme; or
- (b) refuse to employ, or dismiss, another person or subject another person to any detriment, because the other person —
  - (i) has made a complaint under a scheme; or
  - (ii) is taking part, or has taken part, in proceedings in relation to a complaint under a scheme.

Penalty: \$2 000.

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Financial provisions for government schools

**Part 4**

Charges and contributions

**Division 1****r. 58****Part 4 — Financial provisions for government schools****Division 1 — Charges and contributions****58. Definitions**

In this Division —

“**contribution**” means voluntary contribution;

“**extra cost optional component**” has the meaning given by section 97.

**59. Charges and contributions for materials: s. 99**

The materials for which a charge or contribution may be determined for a government school under section 99 are as follows —

- (a) materials in printed or electronic form that are relevant to an educational programme of the school and that are provided by the school to a student for the student to borrow or keep;
- (b) stationery items and blank computer disks and audio visual tapes or discs that are provided by the school to a student for the student to borrow or keep;
- (c) materials for use in a component of an educational programme of the school that are provided by the school for a student to consume the materials or take ownership of a finished article produced by the student with the materials;
- (d) materials for inclusion in the school’s library for use by students.

**60. Charges and contributions for services and facilities: s. 99**

The services and facilities for which a charge or contribution may be determined for a government school under section 99 are as follows —

- (a) printing or copying text materials for use in, or in association with, an educational programme of the school;

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- (b) transport services to and from educational activities conducted away from the school's premises;
- (c) entry to premises other than the school's premises to undertake an activity that is part of an educational programme of the school;
- (d) attending or participating in an activity (whether held at the school's premises or elsewhere) —
  - (i) that is part of an educational programme of the school; and
  - (ii) that is not provided by the school or staff at the school;
- (e) providing equipment other than that which is under the direct control of the school in order to conduct an activity that is part of an educational programme of the school;
- (f) providing a venue outside the school's premises in order to conduct an activity that is part of an educational programme of the school;
- (g) in the case of a School of Isolated and Distance Education, posting or telecommunicating educational materials to a student who is studying outside Western Australia.

**61. Limits on charges and contributions for materials, services and facilities: s. 99(3)(b)**

- (1) The maximum total amount of a contribution in respect of a student for materials referred to in regulation 59 and services referred to in regulation 60(a) to (f) is \$60.00 for each year in which the student —
  - (a) is in his or her pre-compulsory education period; or
  - (b) is in his or her compulsory education period before the student's first charges payment year.

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- (2) The maximum total amount of a charge in respect of a student for materials referred to in regulation 59 and services referred to in regulation 60(a) to (f) is \$235.00 for each year in which the student is in his or her compulsory education period during and after the student's first charges payment year.
- (3) The maximum total amount of a contribution or charge, as is relevant to the case, in respect of a student in a region set out in column 1 of the Table to this regulation for the facilities referred to in regulation 60(g) is, for each year in which the student is in the region, the amount set out opposite the region in column 2 of the Table.

**Table**

<b>Region</b>	<b>Maximum charge</b>
Within Australia but outside Western Australia	\$130
New Zealand	\$200
Pacific region other than New Zealand	\$260
South-East Asian region	\$300
Middle East and North America	\$400
Europe and Russia, Africa, Central and South America	\$500

- (4) The contribution or charge referred to in subregulation (3) is in addition to the contribution referred to in subregulation (1) or the charge referred to in subregulation (2), as is relevant to the case.
- (5) A contribution is not to be determined in respect of a student if a charge has been determined under section 99 in respect of the student.

**Division 2 — Overseas and adult students****62. Criterion for definition of “overseas student”: s. 97**

The criterion for the purposes of paragraph (b) of the definition of “overseas student” in section 97 is that the person does not

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satisfy the criteria set out in regulation 12(a) to (c), 13(a) to (c) or 14(a) and (b).

**63. Fees for instruction of overseas and adult students: s. 103**

- (1) The maximum total amount of the fees for instruction that are payable by a person who is an overseas student or an adult student at a government school is \$12 000 each school year.
- (2) The chief executive officer may from time to time determine the fees for instruction that are payable by overseas students and adult students at a government school not exceeding the limit referred to in subregulation (1).
- (3) A fee for instruction may be determined by reference to —
  - (a) a particular period of instruction; or
  - (b) a particular subject of instruction.

**64. Fees for instruction not payable by certain adult students: s. 103**

- (1) Despite regulation 63, no fee for instruction is payable by an adult student who is enrolled for the year 2013 or any earlier year if the student —
  - (a) is enrolled in an educational programme that is based on the learning outcomes set out in the curriculum framework; and
  - (b) the student does not reach the age of 19 years by 1 January of the year for which the student is enrolled.
- (2) Despite regulation 63, no fee for instruction is payable by an adult student who is enrolled for the year 2014 or any subsequent year if the student —
  - (a) is enrolled in an educational programme that is based on the learning outcomes set out in the curriculum framework; and



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- (b) the student does not reach the age of 19 years and 6 months by 1 January of the year for which the student is enrolled.

**65. CEO may waive fees for instruction for certain overseas students: s. 104(a)**

The chief executive officer may waive the whole or part of any fee for instruction that would otherwise be payable by an overseas student at a government school who is a dependent child of a person —

- (a) who is enrolled in a postgraduate course at a university in Western Australia; and
- (b) who does not hold a scholarship of a kind set out in Schedule 1.

**66. CEO may waive fees for instruction for individual adult students: s. 104(a)**

The chief executive officer may waive the whole or part of any fee for instruction that would otherwise be payable by an adult student if it is reasonable to do so having regard to the student's —

- (a) educational history;
- (b) individual circumstances; and
- (c) record of past behaviour as a student and attitude to school.

Examples: See the examples at regulation 19(3).

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**Part 5 — Management and control of government school premises****Division 1 — Preliminary****67. Application**

- (1) This Part applies to school premises —
- (a) comprising alienated land the freehold of which is held by the Minister;
  - (b) comprising unalienated land —
    - (i) that is vested in, dedicated to a purpose of, in the possession of, or under the control of, the Minister; or
    - (ii) that is a managed reserve as defined in the *Land Administration Act 1997* if the Minister is the management body as defined in that Act for the reserve;
- or
- (c) comprising land that is taken on lease by the Minister.
- (2) If school premises comprise land that is taken on lease by the Minister the lease may provide that —
- (a) a provision of this Part does not apply to the owner of the land or an agent of the owner and if the lease so provides the provision does not apply to the owner or the owner's agent; or
  - (b) a direction or order made under this Part does not apply to the owner of the land or an agent of the owner and if the lease so provides the direction or order does not apply to the owner or the owner's agent.

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Management and control of government school premises

**Part 5**

Giving name and address

**Division 2****r. 68****Division 2 — Giving name and address****68. Requirement to give name and address: s. 119(2)(j)(i)**

- (1) An authorised person may require a person on school premises who is not a student at the school to state the person's name and address.
- (2) A person —
  - (a) must comply with a requirement under subregulation (1); and
  - (b) must not give any information that is false or misleading in a material particular in purported compliance with a requirement.

Penalty: \$500.

- (3) In this regulation —

**“authorised person”**, in relation to a school, means —

  - (a) a school administrator at the school; or
  - (b) the registrar of the school when the school administrators are absent from duty or are otherwise unable to exercise the power referred to in subregulation (1).

**Division 3 — Maintaining good order on school premises****69. Maintenance of good order on school premises: s. 119(2)(f) and (g)**

- (1) The principal of a government school may give a direction (a **“direction”**), either generally or in a specific case concerning the procedures to be observed by persons on the school's premises.
- (2) A direction may be given for one or more of the following purposes —
  - (a) to manage and control the school and persons on the school's premises;

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- (b) to maintain good order on the school's premises;
  - (c) to ensure the safety and welfare of persons on the school's premises;
  - (d) to prevent or minimise damage to property that comprises, or is located at, the school's premises (whether or not the property is vested in the Minister).
- (3) A direction that applies to persons generally is of no effect unless it is in writing and posted for public display at the school's premises for the duration of the period in which the direction is to apply.
- (4) A direction that applies to a specific person is of no effect unless it has been given to that person, either orally or in writing.
- (5) A direction is of no effect to the extent of any inconsistency with a licence or permission given under regulation 72(1).
- (6) A person must comply with a direction.  
Penalty: \$500.

**Division 4 — Things on school premises****70. Bringing things on to, and using or consuming things on, school premises: s. 119(2)(b), (f) and (g)**

- (1) The principal of a government school may by order (an "order"), either generally or in a specific case —
- (a) prohibit an item or animal that is specified in the order from being brought on to the school's premises without the permission of the principal;
  - (b) prohibit an item that is specified in the order from being used or consumed on the school's premises without the permission of the principal; or
  - (c) place conditions on —
    - (i) the use or consumption on the school's premises of an item that is specified in the order; or

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Things on school premises

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- (ii) the presence of an animal on the school's premises that is specified in the order.
- (2) An order may be made for one or more of the following purposes —
- (a) to manage and control the school and persons on the school's premises;
  - (b) to maintain good order on the school's premises;
  - (c) to ensure the safety and welfare of persons on the school's premises;
  - (d) to prevent or minimise damage to property that comprises, or is located at, the school's premises (whether or not the property is vested in the Minister).
- (3) An order that applies to persons generally is of no effect unless it is in writing and posted for public display at the school's premises for the duration of the period in which the order is to apply.
- (4) An order that applies to a specific person is of no effect unless it has been given to that person, either orally or in writing.
- (5) If an order applies to all students at the school it is sufficient compliance with subregulations (3) and (4) if notice of the terms of the order is given by any of the following methods —
- (a) announcement to classes;
  - (b) announcement at an assembly;
  - (c) in a written circular or other school publication.
- (6) An order is of no effect to the extent of any inconsistency with a licence or permission given under regulation 72(1).
- (7) A person must comply with an order.  
Penalty: \$500.

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**71. Confiscation of property from students: s. 119(2)(b), (f), (g) and (j)(iii)**

- (1) A member of the teaching staff at a government school may take from a student at the school any property that appears to be in the student's possession and that —
  - (a) has been brought on to the school's premises, or used at the school's premises in a manner that is, contrary to an order under regulation 70(1); or
  - (b) is likely —
    - (i) to disrupt good order on the school's premises;
    - (ii) to adversely affect the safety or welfare of persons on the school's premises; or
    - (iii) to cause damage to property that comprises, or is located at, the school's premises (whether or not the property is vested in the Minister).
- (2) If a person other than the principal of the school takes property from a student under subregulation (1) the person is to deliver the property to the principal.
- (3) The principal of the school is to make arrangements with a parent of the student or a person responsible for the student (unless the student is an adult student or an independent minor) for that parent or person to collect property taken from a student under subregulation (1) unless the property has been delivered into the custody of a member of the Police Force.
- (4) The principal is to allow the student to collect property taken from a student under subregulation (1) within such period as the principal thinks is appropriate but the property must be available for collection no later than the end of the school year in which the property was taken from the student.
- (5) Subregulation (4) does not apply if the property —
  - (a) has been delivered into the custody of a member of the Police Force; or

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Management and control of government school premises

**Part 5**

Permission to use school premises

**Division 5****r. 72**

- (b) has been collected under an arrangement referred to in subregulation (3).

**Division 5 — Permission to use school premises****72. Permission to use school premises: s. 119(2)(a) and (d)**

- (1) The principal of a government school may give permission for the school's premises or a part of the school's premises to be used for an activity or gathering of members of the public for purposes not directly related to the purposes of school education.
- (2) Permission under subregulation (1) is to be in writing in a form approved by the chief executive officer.
- (3) The principal may give permission under subregulation (1) —
- (a) in relation to such part or parts of the school's premises as are specified in the permission;
  - (b) in relation to such periods of time as are specified in the permission; or
  - (c) subject to such conditions as are specified in the permission.
- (4) The principal may give permission under subregulation (1) if the proposed use would not, or would not be likely to —
- (a) interfere with the normal operations of the school;
  - (b) adversely affect the safety or welfare of persons on the school's premises;
  - (c) cause damage to property that comprises, or is located at, the school's premises (whether or not the property is vested in the Minister); or
  - (d) conflict with the ethos and values of the school or otherwise adversely affect the school's reputation.
- (5) No fee or charge is to be paid for the use of the school's premises except in accordance with a licence.

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**Division 6 — Orders to leave school premises****73. Definition**

In this Division —

**“authorised person”**, in relation to a school, means —

- (a) a school administrator at the school;
- (b) the registrar of the school when the school administrators are absent from duty or are otherwise unable to exercise a power referred to in regulation 75 or 77; or
- (c) a person who is employed or engaged to provide security services for the school’s premises.

**74. Principal’s authority to prevail**

The authority of the principal of a government school prevails to the extent of any inconsistency in the manner in which the principal and another authorised person deal with a matter for the purposes of this Division.

**75. Orders to leave school premises: s. 119(2)(a), (f) and (g)**

- (1) An authorised person at a government school may, at any time and in the circumstances set out in regulation 76, order a person who is not a student at the school —
  - (a) who is on the school’s premises to leave the school’s premises and remain away from the school’s premises for up to 24 hours following the time of the order; or
  - (b) who is on a particular part of the school’s premises to leave that part of the school’s premises and go to a part of the premises where the person has a good reason to be.
- (2) An authorised person at a government school may, at a time when the school is not open for instruction and in the



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Orders to leave school premises

**Division 6****r. 76**

circumstances set out in regulation 76, order a student at the school —

- (a) who is on the school's premises to leave the school's premises and remain away from the school's premises until the school is open for instruction; or
  - (b) who is on a particular part of the school's premises to leave that part of the school's premises and go to a part of the premises where the student has a good reason to be.
- (3) A person must comply with an order directed to him or her under subregulation (1) or (2).

Penalty: \$1 000.

**76. Circumstances in which orders to leave school premises may be made: s. 119(2)(a), (f) and (g)**

An order may be made under regulation 75(1) or (2) in relation to a person if —

- (a) the authorised person reasonably suspects that the person has committed or is about to commit an offence under any written law at the school's premises;
- (b) the authorised person reasonably suspects that the person has used or is about to use —
  - (i) threatening, abusive or insulting language; or
  - (ii) threatening or violent behaviour,
 towards any person on the school's premises;
- (c) the authorised person reasonably suspects that the person has otherwise disrupted or is about to disrupt good order on the school's premises;
- (d) the authorised person reasonably suspects that the person is in possession of any property —
  - (i) that has been brought on to the school's premises, or used at the school's premises in a manner that is, contrary to an order under regulation 70(1); or

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(ii) that is likely —

- (I) to disrupt good order on the school's premises;
- (II) to adversely affect the safety or welfare of persons on the school's premises; or
- (III) to cause damage to property that comprises, or is located at, the school's premises (whether or not the property is vested in the Minister);

or

- (e) the person does not have a good reason to be on the school's premises or that part of the school's premises at the particular time.

**77. Order for removal of animals from school premises:  
s. 119(2)(b), (f), and (g)**

- (1) An authorised person at a government school may order a person who appears to have the charge of, or be responsible for, an animal that is on the school's premises to remove the animal from the premises.
- (2) A person must comply with an order under subregulation (1).  
Penalty: \$500.

**Division 7 — Prohibiting persons from entering school premises****78. Principal may make prohibition order: s. 119(2)(j)(ii)**

- (1) The principal of a government school may make an order prohibiting a person from entering the school's premises without the permission of the principal during such period, not exceeding 60 days from the date of service of the order, as is specified in the order.

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**Part 5**

Prohibiting persons from entering school premises

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- (2) The principal is not to make a prohibition order in respect of a person unless the principal is satisfied that —
- (a) unless the order is made, the person would be likely to —
    - (i) cause physical harm to, or apprehension or fear in, another person when that other person is on the school's premises; or
    - (ii) cause damage to property that comprises, or is located at, the school's premises (whether or not the property is vested in the Minister);
- and
- (b) making a prohibition order is an appropriate way of dealing with the matter in the circumstances of the case.
- (3) A prohibition order may be made subject to conditions, varied or revoked but a variation is not to extend the operation of the prohibition order beyond 60 days from the date of service of the original prohibition order.
- (4) A prohibition order or an order varying or revoking a prohibition order is not effective until it is personally served.

**79. Prohibition orders not to be made in respect of certain persons: s. 119(2)(j)(ii)**

A person is not to be prohibited under a prohibition order from entering school premises if the person is or becomes —

- (a) a student at the school;
- (b) either —
  - (i) a member of the teaching staff at the school or any other government school;
  - (ii) another officer at the school or any other government school;
  - (iii) a member of the wages staff at the school or any other government school; or

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- (iv) a contractor or a member of a contractor's staff working at the school;
- (c) any other person who gives instruction at the school;
- (d) any other person employed in the department;
- (e) a member of a management committee provided for under section 219(3)(a) in a licence whose presence, at that time, on the school's premises or that part of the school's premises is in accordance with the licence; or
- (f) a member of staff whose appointment is provided for under section 219(3)(c) in a licence whose presence, at that time, on the school's premises or that part of the school's premises is in accordance with the licence.

**80. Breach of prohibition order an offence: s. 119(2)(j)(ii)**

A person who has been served with a prohibition order or an order varying a prohibition order must comply with the order.

Penalty: \$2 000.

**81. Restraining Orders Act 1997 not affected**

Nothing in this Division affects the power of a court to make a restraining order under the *Restraining Orders Act 1997* in respect of a matter leading to the making of a prohibition order.

**Division 8 — Closure of school premises****82. Principal or security coordinator may order temporary closure of school premises: s. 119(2)(e)**

- (1) The principal of a government school or the security coordinator may order the temporary closure of the whole or a particular part of the school's premises —
  - (a) to protect the health or safety of persons in the vicinity of the school's premises or the part of the premises to be closed; or

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- (b) to protect or secure the school premises or the part of the premises to be closed from damage or despoliation or further damage or despoliation.
- (2) The order may be for such period as is necessary for the purposes set out in subregulation (1) but is of no effect if it purports to permanently close the school premises or part of the school premises.
- (3) Subject to subregulations (1) and (2), an order may be made subject to conditions, varied or revoked.

**83. Steps to be taken if order of closure made: s. 119(2)(e)**

- (1) If an order is made under regulation 82(1) to temporarily close the whole of the school premises the person who made the order —
  - (a) is to notify the chief executive officer immediately after the order is made; and
  - (b) is to ensure that there are prominently displayed in and around the school premises —
    - (i) copies of the order and any variation; and
    - (ii) signs indicating that entry to the school premises is prohibited except with the permission of the person who made the order.
- (2) If an order is made under regulation 82(1) to temporarily close a part of the school premises the person who made the order is to ensure that —
  - (a) that part is cordoned off or otherwise marked; and
  - (b) there are prominently displayed in and around that part —
    - (i) copies of the order and any variation; and
    - (ii) signs indicating that entry to that part is prohibited except with the permission of the person who made the order.

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**84. Offences as to orders of closure: s. 119(2)(e)**

- (1) A person who is on school premises that have been closed by an order under regulation 82(1) must leave the premises as soon as practicable after the order is made unless —
  - (a) the person is specifically permitted by the person who made the order to remain on the school premises; or
  - (b) the person's remaining on the school premises is necessary to prevent or minimise injury to a person or damage to property.
- (2) A person who is in a particular part of school premises that has been closed by an order under regulation 82(1) must leave that part of the premises as soon as practicable after the order is made unless —
  - (a) the person is specifically permitted by the person who made the order to remain in that part of the premises; or
  - (b) the person's remaining in that part of the premises is necessary to prevent or minimise injury to a person or damage to property.
- (3) A person must not enter school premises that have been closed by an order under regulation 82(1) unless —
  - (a) the person is specifically permitted by the person who made the order to enter the school premises; or
  - (b) the person's entering the school premises is necessary to prevent or minimise injury to a person or damage to property.
- (4) A person must not enter a particular part of school premises that has been closed by an order under regulation 82(1) unless —
  - (a) the person is specifically permitted by the person who made the order to enter that part of the premises; or
  - (b) the person's entering that part of the premises is necessary to prevent or minimise injury to a person or damage to property.

Penalty applicable to subregulations (1), (2), (3) and (4): \$1 000.

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Management and control of government school premises

**Part 5**

Traffic control on school premises

**Division 9****r. 85****85. Minister may override order: ss. 119(2)(e) and 244**

The Minister may vary or revoke an order made under regulation 82(1) that is inconsistent with the temporary closure of a school under section 56(1)(b) as if the Minister had the powers of the principal under regulation 82.

**Division 9 — Traffic control on school premises****86. Definitions**

In this Division —

“**authorised person**”, in relation to a school, means —

- (a) the principal of the school;
- (b) the vice or deputy principal of the school or a head of school at the school;
- (c) the registrar of the school when the persons referred to in paragraphs (a) and (b) are absent from duty or are otherwise unable to exercise the power referred to in regulation 88;
- (d) the security coordinator; or
- (e) a person who is employed or engaged to provide security services for the school’s premises;

“**specified**” means specified in a sign, notice or marking referred to in regulation 87(1).

**87. Signs, notices and markings for traffic control on school premises: s. 119(2)(h) and (i)**

- (1) The principal of a government school may, for one or more of the purposes set out in subregulation (2) —
  - (a) cause to be erected on the school’s premises any sign or notice; or
  - (b) cause markings to be made at the school’s premises by way of marking out roads or parking spaces.

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- (2) The purposes for which a principal may take action under subregulation (1) are as follows —
- (a) to control the parking or standing of vehicles, specified kinds of vehicles or specified vehicles at the school's premises;
  - (b) to prohibit or restrict the way vehicles, specified kinds of vehicles or specified vehicles are used at the school's premises or a specified part of the school's premises;
  - (c) to require vehicles, specified kinds of vehicles or specified vehicles to be used at the school's premises or a specified part of the school's premises in a specified manner;
  - (d) to regulate traffic on the school's premises including providing for the speed of, manner of driving of, or the routes, entrances and exits to be used for, vehicles, specified kinds of vehicles or specified vehicles.

**88. Authorised persons may give directions relating to movement of vehicles on school premises: s. 119(2)(h) and (i)**

- (1) An authorised person at a government school may direct a person who appears to have the charge of, or be responsible for, a vehicle —
- (a) to move the vehicle to a place on the school's premises where its parking, standing or use, as is relevant to the case, is in compliance with a sign, notice or marking referred to in regulation 87(1);
  - (b) to move the vehicle to any other place on the school's premises specified by the authorised person; or
  - (c) to remove the vehicle from the school's premises.
- (2) The authority of the principal of a government school prevails to the extent of any inconsistency in the manner in which the principal and another authorised person deal with a matter for the purposes of this Division.



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Management and control of government school premises	<b>Part 5</b>
Management of property left on school premises	<b>Division 10</b>
	<b>r. 89</b>

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**89. Offences as to regulation of traffic on school premises:  
s. 119(2)(h) and (i)**

- (1) A person must comply with a sign, notice or marking referred to in regulation 87(1).  
Penalty: \$200.
- (2) A person must comply with a direction under regulation 88.  
Penalty: \$1 000.

**90. Local laws as to parking not affected**

Nothing in this Division —

- (a) affects the application to school premises of any local law providing for parking offences at premises in the local government district in which the school's premises are situated; or
- (b) prevents a person from being authorised to issue infringement notices in respect of parking offences under a local law committed at the school premises.

**Division 10 — Management of property left on school premises****91. Definition**

In this Division —

**“authorised person”**, in relation to a school means —

- (a) the principal of the school;
- (b) the vice principal or deputy principal of the school or a head of school at the school;
- (c) the registrar of the school; or
- (d) the security coordinator.

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**92. Principal's authority to prevail**

The authority of the principal of a government school prevails to the extent of any inconsistency in the manner in which the principal and another authorised person deal with a matter for the purposes of this Division.

**93. Removing vehicles from, or moving vehicles within, school premises: s. 119(2)(j)(iii)**

- (1) An authorised person at a government school may, in the circumstances referred to in subregulation (2), but subject to subregulation (3) —
  - (a) remove a vehicle from the school's premises to a place specified by the authorised person; or
  - (b) move a vehicle within the school's premises to a place specified by the authorised person.
- (2) A vehicle may be removed or moved under subregulation (1) if —
  - (a) the vehicle is parked in breach of —
    - (i) a sign, notice or marking referred to in regulation 87(1); or
    - (ii) a direction under regulation 88;or
  - (b) the vehicle appears to have been abandoned.
- (3) A vehicle is not to be removed or moved under subregulation (1) unless an authorised person has taken reasonable steps —
  - (a) to establish the identity of the vehicle's owner; and
  - (b) to cause a direction under regulation 88 to be issued to the vehicle's owner in respect of the vehicle.

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**94. Action which may be taken to remove vehicles from, or move vehicles within, school premises: s. 119(2)(j)(iii)**

- (1) An authorised person at a government school, together with such assistants as the authorised person thinks are necessary, may do all such things as may be reasonably necessary to remove a vehicle from, or move a vehicle within, a school's premises including breaking into, driving or towing the vehicle.
- (2) An authorised person or a person assisting an authorised person under subregulation (1) is not liable for any loss of, or damage to, a vehicle which is removed from, or moved within, school premises if the loss or damage occurs without the negligence or wilful misconduct of the authorised person or assistant.

**95. Lost, discarded or disused property on school premises: s. 119(2)(j)(iv)**

- (1) The principal of a government school may take possession of property on school premises that appears to be lost, discarded or disused.
- (2) If the principal does not know who owns the property then before taking steps to dispose of the property under regulation 96 the principal —
  - (a) is to take reasonable steps to establish the identity of the property's owner; and
  - (b) in the case of property that appears to have a value of more than \$100, is to bring the matter to the attention of the public by a notice published in a newspaper circulating in the area in which the school is located.
- (3) If the principal knows or establishes the identity of the property's owner the principal is to request the owner —
  - (a) to take possession of the property; and
  - (b) if relevant, to remove the property from the school's premises.

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- (4) The property becomes the property of the department —
- (a) in the case where the principal knows or establishes the identity of the property's owner, if the property is not claimed within 14 days of the request under subregulation (3); or
  - (b) in the case where the principal does not know and has not been able to establish the identity of the property's owner, if the property is not claimed within 14 days of whichever of the following events occurs later —
    - (i) the final step taken to establish the identity of the property's owner; or
    - (ii) the date of publication of the notice (if any) referred to in subregulation (2)(b).
- (5) The principal or a person assisting the principal under this regulation is not liable for any loss of, or damage to, any property the possession of which is taken under this regulation if the loss or damage occurs without the negligence or wilful misconduct of the principal or assistant.

**96. Disposal of property lost, discarded or disused on school premises: s. 119(2)(j)(iv)**

- (1) Property that has become the property of the department under regulation 95(4) may, at the discretion of the principal of the school at which the property was lost, discarded or disused, be —
- (a) sold;
  - (b) given away; or
  - (c) destroyed or otherwise disposed of.
- (2) Subject to any direction of the chief executive officer under section 232, the principal of the school at which property was lost, discarded or disused is to cause the net proceeds of the sale of the property under subregulation (1)(a) to be paid into the school's school fund.

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**97. Recovery of costs and expenses: s. 119(2)(j)(iii)**

- (1) The following may be recovered from the owner of a vehicle or other property as a debt in a court of competent jurisdiction —
  - (a) costs and expenses reasonably incurred in removing the vehicle or other property from school premises in accordance with this Division;
  - (b) costs and expenses reasonably incurred in moving the vehicle or other property within school premises in accordance with this Division.
- (2) An authorised person who removes a vehicle from, or moves a vehicle within, school premises may direct a person who has the charge of the vehicle to refuse to deliver possession of the vehicle to the owner until costs and expenses referred to in subregulation (1) in relation to the vehicle are paid and a person so directed may refuse to deliver possession of the vehicle to the owner until such costs and expenses are paid.
- (3) The principal of a government school at which property is lost, discarded or disused may direct a person who has the charge of the property to refuse to deliver possession of the property to the owner until costs and expenses referred to in subregulation (1) in relation to the property are paid and a person so directed may refuse to deliver possession of the property to the owner until such costs and expenses are paid.
- (4) Proceedings under subregulation (1) may be taken on behalf of the Minister in the name of the chief executive officer or a person authorised in that behalf by the chief executive officer and in any such proceedings no proof is required of —
  - (a) the appointment of the chief executive officer; or
  - (b) the authorisation of a person under this subregulation.

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**Division 11 — Review of decisions made under this Part****98. Review of decisions to not give permission: s. 244(1)**

- (1) A person who is aggrieved by a decision of the principal not to give permission under regulation 72(1) for the school's premises to be used for an activity or gathering of members of the public may request the chief executive officer to review the decision.
- (2) On a review the chief executive officer may —
  - (a) confirm the decision; or
  - (b) give the permission as if the chief executive officer had the powers of the principal under regulation 72.

**99. Review of various directions, orders and decisions under this Part: s. 244(1)**

- (1) This regulation applies to —
  - (a) a direction under regulation 69(1) (maintaining good order on school premises);
  - (b) an order under regulation 70(1) (bringing things on to school premises);
  - (c) a decision under regulation 71(1) to confiscate property from a student;
  - (d) an order under regulation 82(1) (temporary closure of school premises); or
  - (e) a decision under regulation 87(1) (signs, notices or markings for traffic control).
- (2) A person who is aggrieved by a direction, an order or a decision to which this regulation applies may request the chief executive officer to review the direction, order or decision.
- (3) On a review the chief executive officer may —
  - (a) confirm the direction, order or decision; or

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- (b) vary or revoke the direction, order or decision, with or without making a new direction, order or decision, as if the chief executive officer had the powers of —
  - (i) the principal under regulation 69;
  - (ii) the principal under regulation 70;
  - (iii) a member of the teaching staff under regulation 71;
  - (iv) the principal under regulation 82; or
  - (v) the principal under regulation 87,as is relevant to the case.

**100. Review of prohibition orders: s. 244(1)**

- (1) A person aggrieved by a prohibition order may request the chief executive officer to review the order.
- (2) On a review the chief executive officer may —
  - (a) confirm the prohibition order;
  - (b) vary the prohibition order as if the chief executive officer had the powers of the principal under regulation 78 but a variation is not to extend the operation of the prohibition order beyond 60 days from the date of service of the prohibition order; or
  - (c) revoke the prohibition order, with or without making a new prohibition order, as if the chief executive officer had the powers of the principal under regulation 78 but a new order is not to have effect beyond 60 days from the date of service of the original prohibition order.

**101. Matters applicable to reviews under this Division**

- (1) On a review under this Division the chief executive officer —
  - (a) may take into account any information that is relevant to the review; and

**School Education Regulations 2000****Part 5** Management and control of government school premises**Division 12** Review of decisions made under this Part**r. 102**

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- (b) is to complete the review within 14 days and is to advise the applicant and the person who made the direction, order or decision being reviewed of the chief executive officer's decision.
- (2) A direction, order or decision that is being reviewed under this Division continues to have effect while the review is being conducted.

**Division 12 — Fees for the use of school premises****102. Fees for residential accommodation on school premises:  
s. 119(2)(d)**

- (1) The chief executive officer may from time to time determine the fees that are payable in respect of providing residential accommodation on school premises.
- (2) The maximum total amount of fees that are payable in respect of providing residential accommodation to a person is \$7 500 each calendar year.
- (3) Fees may be made payable in relation to the use of accommodation facilities on a daily or other periodic basis.





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- (2) A student at a school referred to in subregulation (1) may be a member of the Council for the school during a calendar year if the student is 15 years of age or more or will reach 15 years of age during that year.

**106. Number of members: s. 127(5)(b)**

- (1) For the purposes of section 127(5)(b) —
- (a) an unincorporated Council is to have at least 5 members and not more than 15 members;
  - (b) an incorporated Council is to have at least 10 members and not more than 15 members;
  - (c) if a Council operates for 2 or more schools jointly, the Council is to have such number of members as is determined by the Minister.
- (2) Subject to subregulation (1), a Council for a school is to determine the number of members.

**107. Composition of Councils: s. 127(5)(b)**

- (1) For the purposes of section 127(5)(b), subject to subregulations (2), (3) and (4), the Council for a school is to determine its composition —
- (a) having regard to —
    - (i) the nature of the student population of the school and the social, cultural, lingual, economic or geographic factors that may be relevant to the school; and
    - (ii) the functions of the Council and any changes in those functions;
- and
- (b) with a view to —
    - (i) including members of the general community;

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- (ii) including members of the staff of the school in addition to the principal;
  - (iii) including student members to whom regulation 105 applies; and
  - (iv) allocating a membership position to a member of an association referred to in section 149 in relation to the school or a group of schools to which the school belongs.
- (2) The Council for a school is to have at least one member drawn from the persons referred to in section 127(1)(a).
  - (3) If a school or a group of schools to which the school belongs has a Parents and Citizens' Association the association is entitled to nominate one of its members to be a member of the Council for the school in the membership category referred to in section 127(1)(a) or (b), as is relevant to the nominee.
  - (4) If a Council operates for 2 or more schools jointly, the composition of the Council is to be determined by the Minister.

**108. Appointment and election of members: s. 127(5)(c)**

- (1) If a vacancy of any kind exists in the membership of a Council for a school the principal of the school is to invite nominations from suitably qualified persons to fill the vacancy.
- (2) If the number of nominations exceeds the number of vacancies —
  - (a) for the membership category referred to in section 127(1)(a), the principal is to conduct an election among those persons eligible to vote under regulation 109(1) or (2), as is relevant to the case;
  - (b) for the membership category referred to in section 127(1)(b), the Council may appoint suitably qualified persons from the list of nominees;

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- (c) for the membership category referred to in section 127(1)(c), the principal is to conduct an election among those persons eligible to vote under regulation 109(3); or
  - (d) for a membership category referred to in section 127(1)(d), the principal is to conduct an election among those persons eligible to vote under regulation 109(4).
- (3) The chief executive officer may, from time to time, specify standards or requirements in relation to the conduct of elections under subregulation (2).
  - (4) The chief executive officer may inquire into any matter affecting an election or appointment under subregulation (2) and if any irregularity has occurred in relation to the election or appointment the chief executive officer may —
    - (a) declare the results of an election or appointment to be invalid; or
    - (b) order an election or appointment or a new election or appointment to be conducted.
  - (5) In subregulations (1) and (2) —  
**“principal”**, in relation to a Council that operates for 2 or more schools jointly, means a principal of one of those schools who has been nominated by the chief executive officer for the purposes of those subregulations.

**109. Eligibility to vote: s. 127(5)(c)**

- (1) The persons eligible to vote for a person to be a member of the Council for the school in the category referred to in section 127(1)(a) are, subject to subregulation (2) —
  - (a) each parent whose name and address has been provided to the school under section 16(1)(b)(ii)(I); or

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- (b) if neither parent's name and address has been so provided in relation to a particular student, each person who is responsible for the student.
- (2) The persons eligible to vote for a person to be a member of the Council for the school in the category referred to in section 127(1)(a) where the majority of students at the school are 18 years of age or more are each student —
- (a) who is enrolled at the school at the date of the notice of the election; and
- (b) who is 15 years of age or more or who will reach 15 years of age during the calendar year of that date.
- (3) The persons eligible to vote for a person to be a member of the Council for the school in the category referred to in section 127(1)(c) are each person to whom section 235(1) applies and whose usual place of work is at the school.
- (4) The persons eligible to vote for a person to be a member of the Council for the school in the category referred to in section 127(1)(d) are each student —
- (a) who is enrolled at the school at the date of the notice of the election; and
- (b) who is 15 years of age or more or who will reach 15 years of age during the calendar year of that date.
- (5) A person may not vote in respect of more than one category referred to in subregulations (1) to (4).

**110. Term of office: s. 127(5)(d)**

- (1) A member of the Council for a school —
- (a) subject to subregulation (2), holds office for a term, not exceeding 3 years, as determined by the Council; and
- (b) may be reappointed once or more than once.

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- (2) A member of a Council for a school who is elected or appointed to fill a casual vacancy holds office for the residual period of the predecessor's term of office.

**111. Cessation or termination of membership: s. 127(5)(e)**

- (1) The office of a member of the Council for a school becomes vacant if the member —
- (a) becomes ineligible to hold office as a member;
  - (b) resigns the office by written notice delivered to the Council; or
  - (c) is removed from office by the chief executive officer under subregulation (2).
- (2) The chief executive officer may remove a person as a member of the Council for a school on the grounds that the continuation of the person as a member would be detrimental to the interests of the Council.
- (3) Subject to subregulation (4), the Council for a school may remove a person as a member of the Council on the grounds that the person —
- (a) has neglected the person's duty as a member;
  - (b) has misbehaved or is incompetent;
  - (c) is suffering from mental or physical incapacity, other than temporary illness, impairing the performance of the person's functions as a member; or
  - (d) has been absent, without leave or reasonable excuse, from 3 consecutive meetings of which the member has had notice.
- (4) The Council for a school must not remove a person as a member of the Council unless —
- (a) the person has been given a reasonable opportunity to show that he or she should not be removed as a member; and

**School Education Regulations 2000**Government school Councils **Part 6**Functions of Councils **Division 3****r. 112**

- (b) the decision is made by a resolution of a majority comprising enough of the members for the time being of the Council for their number to be at least  $\frac{2}{3}$  of the number of offices (whether vacant or not) of member of the Council.

**112. Co-opting members: s. 140(a)**

The Council for a school may appoint a member of the local community having such experience, skills or qualifications as would enable the person to make a contribution to the Council's functions to be a co-opted member for such period, or in relation to such matters, as determined by the Council.

**Division 3 — Functions of Councils****113. Functions that the Minister may approve for incorporated Councils: s. 130(1)**

The functions of a Council for a school prescribed for the purposes of section 130(1) are as follows —

- (a) to obtain funds for the benefit of the school;
- (b) to employ persons other than a person referred to in section 235(1);
- (c) to manage or operate facilities at the school.

Examples of facilities:

- a canteen
- a swimming pool
- residential accommodation for students
- a school farm or horticultural centre

**114. Performance of functions by Councils operating for 2 or more schools: s. 140**

If a Council operates for 2 or more schools jointly, the Council's functions are to be performed in a way which takes account of the specific needs of each school for which the Council operates.

**School Education Regulations 2000****Part 6** Government school Councils**Division 4** Proceedings of Councils**r. 115**

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**Division 4 — Proceedings of Councils****115. Meetings: s. 140(c)**

- (1) Subject to regulations 117 and 118, an ordinary or a special meeting of a Council for a school is to be held if so decided by the Council.
- (2) The chairperson of the Council is to convene Council meetings in accordance with the directions of the Council in relation to the venue and time of the meeting and giving notice of the meeting.
- (3) A meeting of the Council is generally to be open to members of the public but the Council may decide to close to members of the public a meeting or part of the meeting on the grounds set out in regulation 116 unless the meeting is one referred to in regulation 117 or 118.

**116. Grounds for closure of meetings: s. 140(c)**

- (1) A Council for a school may decide to close to members of the public a meeting or part of the meeting if the meeting or part of the meeting deals with any of the following —
  - (a) a matter affecting a person who is employed at the school;
  - (b) the personal affairs of any person;
  - (c) a contract entered into, or which may be entered into, by the Council and which relates to a matter to be discussed at the meeting;
  - (d) legal advice obtained, or which may be obtained, by the Council and which relates to a matter to be discussed at the meeting;
  - (e) a matter that if disclosed, would reveal —
    - (i) information that has a commercial value to a person and that is held by, or is about, a person other than the Council; or



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**Part 6**

Proceedings of Councils

**Division 4****r. 117**

- (ii) information about the business, professional, commercial or financial affairs of a person and that is held by, or is about, a person other than the Council;
  - (f) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*.
- (2) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

**117. Annual public meetings: s. 140(c)**

A Council for a school is to hold each calendar year at least one meeting —

- (a) that is open to the public;
- (b) 14 days' notice of which has been given to parents of students enrolled at the school at the time the meeting is called; and
- (c) in which a report is presented on the performance of the Council's functions since the previous annual public meeting or the Council's inaugural meeting, as is relevant to the case.

**118. Special meetings called for by families of students or certain students: s. 140(c)**

- (1) Subject to subregulation (2), the chairperson of a Council for a school is to convene a special meeting of the Council if the meeting is called for —
- (a) in a notice to the chairperson setting out the purposes of the proposed meeting; and
  - (b) by —
    - (i) at least 20 families of students at the school; or

**School Education Regulations 2000****Part 6** Government school Councils**Division 4** Proceedings of Councils**r. 119**

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- (ii) at least half the number of families of students at the school,  
whichever is the lesser number of families.
- (2) The chairperson of a Council for a school at which the majority of the students at a school are 18 years of age or more is to convene a special meeting of the Council if the meeting is called for —
  - (a) in a notice to the chairperson setting out the purposes of the proposed meeting; and
  - (b) by at least 20 students at the school.
- (3) The chairperson is not to convene a meeting under subregulation (1) or (2) if the purposes of the proposed meeting are not relevant to the Council's functions.
- (4) A meeting convened under subregulation (1) or (2) is to deal only with matters relevant to the purposes set out in the notice received by the chairperson.

**119. Voting: s. 140(c)**

- (1) In this regulation —
  - “absolute majority”**, in relation to a Council for a school, means a majority comprising enough of the members for the time being of the Council for their number to be more than 50% of the number of offices (whether vacant or not) of member of the Council.
- (2) A decision of a Council for a school does not have effect unless it has been made by an absolute majority.
- (3) Each Council member (including the chairperson) is entitled to one vote only.

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Government school Councils **Part 6**  
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**r. 120**

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**Division 5 — Transitional provision as to Councils**

**120. Compliance by Councils that were school decision-making groups with provisions of the Act: Schedule 1 cl. 20(2)**

- (1) In this regulation —  
    **“Council”** means a Council referred to in clause 20(1) of Schedule 1 to the Act.
- (2) A Council is to take such steps as are necessary to ensure that its constitution and procedures comply with section 127 and Divisions 2 and 4 by 1 July 2003.
- (3) Before 1 July 2003, a Council may operate under the constitution and procedures applicable to it on the day on which the Act commences until such time as its constitution and procedures comply with section 127 and Divisions 2 and 4.
- (4) A Council is not to apply for the Minister’s approval to perform a function under section 130 unless at the time of the application the Council’s constitution and procedures comply with section 127 and Divisions 2 and 4.

**School Education Regulations 2000****Part 7** Parents and Citizens' Associations of government schools**r. 121**

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**Part 7 — Parents and Citizens' Associations of government schools****121. Definition**

In this Part —

**“association”** means a Parents and Citizens' Association formed under section 142.

**122. CEO's approval required for certain activities of associations: s. 244**

An association may, subject to the approval of the chief executive officer, do any of the following things in relation to the school or group of schools for which it is formed —

- (a) assist in the provision of a resource, facility or amenity for the school or schools;
- (b) organise or conduct fundraising or other benefits for the benefit of the school or schools;
- (c) seek voluntary contributions for the provision of a resource, facility or amenity for the school or schools from parents of students at the school or schools.

**123. CEO may close or abolish facilities etc.: s. 244(1)**

- (1) The chief executive officer may at any time order the closure or abolition of any resource, facility or amenity provided by an association if the resource, facility or amenity —
  - (a) has not been properly established;
  - (b) is not managed properly;
  - (c) is no longer required; or
  - (d) is not operated in a way which is consistent with the ethos of the government education system.
- (2) Effect is to be given to an order under subregulation (1) according to its tenor.

**School Education Regulations 2000**

Parents and Citizens' Associations of government schools

**Part 7****r. 124**

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**124. Constitutions of associations to contain certain provisions:  
s. 244(1)**

- (1) The Minister is not to approve —
  - (a) a proposed constitution of an association for the purposes of section 145(3) or 146(3) unless that constitution provides for the matters set out in subregulation (2); or
  - (b) a change to or substitution of an association's constitution for the purposes of section 145(5) or 146(5) unless the constitution provides, or will continue to provide, for the matters set out in subregulation (2).
- (2) An association's constitution is to provide —
  - (a) that the annual membership subscription is not to exceed \$1.00 for each member;
  - (b) that the principal of the school for which the association is formed is an ex officio member of the governing body of the association; and
  - (c) if the association is formed for a group of schools, that the principal of each school for which the association is formed is an ex officio member of the governing body of the association.

**School Education Regulations 2000****Part 8** Staff employed in the department**Division 1** Generalr. 125

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**Part 8 — Staff employed in the department****Division 1 — General****125. Probation for teaching staff, other officers and wages staff:  
s. 244(1)**

A person who is engaged under section 236(2) is to be on probation for not more than the first 12 months after the engagement commences or for such longer time as the chief executive officer determines.

**126. Transitional provision as to inefficient teachers under  
repealed regulation 86A: Schedule 1 cl. 23**

If, before the commencement of the Act, the chief executive officer had received 2 or more reports that a teacher is inefficient —

- (a) the chief executive officer and the Minister may exercise their respective powers under regulation 86A of the *Education Regulations 1960* in relation to the teacher as if that regulation had not been repealed; and
- (b) that regulation otherwise applies in relation to the teacher as if it had not been repealed.

**Division 2 — Teaching staff****127. School administrators: s. 237(a)(ii)**

The following offices or positions or classes of office or position are prescribed for the purposes of section 237(a)(ii) —

- (a) vice principal;
- (b) deputy principal;
- (c) head of school;
- (d) head of department;
- (e) program coordinator;

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Staff employed in the department

**Part 8**

Teaching staff

**Division 2****r. 127**

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- (f) coordinator;
- (g) manager;
- (h) senior lecturer;
- (i) head of learning area.

**School Education Regulations 2000****Part 9** Non-government schools**r. 128**

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**Part 9 — Non-government schools****128. Establishments that may provide an educational programme for children without being registered: s. 154(2)(c)**

- (1) An educational programme of the kind referred to in subregulation (2) is prescribed for the purposes of section 154(2)(c).
- (2) The kind of educational programme to which subregulation (1) applies is one that is provided in respect of a particular child and —
  - (a) that is supplementary to the educational programme of the child's school and that —
    - (i) is based on the learning outcomes set out in the curriculum framework; and
    - (ii) provides instruction to the child in not more than 5 of the learning areas identified in the curriculum framework;
  - or
  - (b) that is based on the development of a particular skill or proficiency.

**129. Other matters for determining registration or renewal of registration of a school: s. 159(1)(m)**

For the purposes of section 159(1)(m) the Minister is to take into account the hours of instruction proposed for a school in determining an application for registration, or for renewal of registration, of the school.

**130. Other matters for determining registration of a school: s. 159(1)(m)**

- (1) For the purposes of section 159(1)(m) the matter set out in subregulation (2) is to be taken into account by the Minister in determining an application for registration of a school (the “**proposed school**”).



**School Education Regulations 2000**

Non-government schools

**Part 9****r. 131**

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- (2) The matter to which subregulation (1) applies is the effect that the opening of the proposed school would have on the capacity of each existing school, or a section of an existing school, in the geographic region from which the proposed school would draw its enrollees to continue to provide the educational programmes provided by them before the opening of the proposed school, having regard to —
- (a) the projected enrolments at the existing schools for the 5 year period after the opening of the proposed school;
  - (b) the projected changes that the proposed school would have on the level and nature of the educational programme of the existing schools;
  - (c) the projected population growth in the geographic region from which the proposed school would draw its enrollees; and
  - (d) the likely number of potential enrollees at the proposed school.
- (3) In subregulation (2) —
- “existing school”** includes a proposed school for which a determination under section 157(2) is in force.
- (4) This regulation does not apply to an application for renewal of registration of a school.

**131. Consultation procedures: s. 159(2)**

In determining standards in respect of a matter referred to in section 159(1) the Minister is to consult with, and take into account the views of —

- (a) the Director of Catholic Education in Western Australia;
- (b) the Association of Independent Schools of Western Australia (Inc.); and
- (c) any other person or body who is able to make a useful contribution in relation to the standards that are to be determined.

**School Education Regulations 2000****Part 10** Community kindergartens**Division 1** Preliminary**r. 132**

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**Part 10 — Community kindergartens****Division 1 — Preliminary****132. Definition**

In this Part —

“**contribution**” means voluntary contribution;

“**kindergarten**” means community kindergarten.

**Division 2 — Registration of kindergartens****133. Other matters for determining registration of a kindergarten: s. 194(1)(d)**

- (1) For the purposes of section 194(1)(d), a matter to be taken into account by the Minister in determining an application for registration of a kindergarten (the “**proposed kindergarten**”) is the effect that the opening of the proposed kindergarten would have on the capacity of each existing kindergarten or school in the geographic region from which the proposed kindergarten would draw its enrollees to continue to provide the educational programmes provided by them before the opening of the proposed kindergarten.
- (2) In subregulation (1) —  
“**existing school**” includes a proposed school for which a determination under section 157(2) is in force.

**Division 3 — Management of kindergartens****134. Functions of kindergarten teachers: s. 205(1)(g)**

The functions that are prescribed for the purposes of section 205(1)(g) for the teaching staff in all kindergartens are as follows —

- (a) in consultation with the governing body of the kindergarten to establish, or to ensure that there is



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- (b) to a child —
  - (i) who does not have a sibling who is enrolled at the kindergarten's link school for that year; and
  - (ii) who lives nearest the kindergarten.

**137. Minimum hours of instruction for children enrolled in a kindergarten programme: s. 212**

- (1) Subject to subregulations (3) and (4), a child enrolled at a kindergarten in a kindergarten programme is to be provided at least 11 hours instruction during each week in which the kindergarten is open for instruction (the “**minimum period**”).
- (2) The minimum period does not include time for recess or lunch.
- (3) The minimum period is reduced by 25% for each public holiday on which a kindergarten is closed during a week in which the kindergarten would otherwise be open for instruction.
- (4) The chief executive officer may reduce the minimum period if the reduction in the period would benefit —
  - (a) children enrolled in a kindergarten programme; or
  - (b) the management of a kindergarten.

**138. Enrolment register: s. 212**

The teacher in charge of a kindergarten must ensure that —

- (a) a register is kept showing, in respect of each child enrolled at the kindergarten, the following information —
  - (i) the name of the child;
  - (ii) the date of birth of the child;
  - (iii) the date of the enrolment and the date on which the enrolment ceases;

and

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- (b) the particulars recorded in the register are retained by the kindergarten for 7 years from the day on which the child's enrolment ceases.

**139. Retention of particulars in enrolment registers of kindergartens after first 7 year period: s. 212**

- (1) When the period referred to in regulation 138(b) expires in relation to particulars recorded in the register of a kindergarten, the chief executive officer is to ensure that the particulars are preserved indefinitely, in so far as is practicable.
- (2) If it is not practicable to preserve indefinitely the particulars referred to in subregulation (1), the particulars must not be disposed of or destroyed without the authority of the chief executive officer.
- (3) This regulation applies whether or not the kindergarten referred to in subregulation (1) has closed.

**Division 4 — Financial provisions for kindergartens****Subdivision 1 — Contributions and costs****140. No contributions for instruction; no charges, but contributions may be made, for materials, services and facilities: s. 207**

- (1) A contribution must not be sought towards the cost of instruction in a kindergarten programme if the instruction is provided by a member of the teaching staff.
- (2) No charge is payable in respect of a child for —
- (a) materials provided in a non-optional component of a kindergarten programme; or
- (b) services or facilities for use in, or associated with the provision of, a non-optional component of a kindergarten programme.

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- (3) A contribution determined in accordance with regulation 141 may be sought for the costs of the materials, services or facilities referred to in subregulation (2).

**141. Contributions for materials, services and facilities: s. 207**

- (1) The teacher in charge of a kindergarten may from time to time determine a contribution for the materials, services or facilities referred to in regulation 140(2).
- (2) Materials for the purposes of regulation 140(2)(a) are as set out in regulation 59 as if the references in that provision to a school were references to a kindergarten.
- (3) Services and facilities for the purposes of regulation 140(2)(b) are as set out in regulation 60 as if the references in that provision to a school were references to a kindergarten.
- (4) The maximum total amount of a contribution in respect of a child enrolled in a kindergarten programme is —
- (a) \$40.00 for 2001; and
  - (b) \$60.00 for each kindergarten year from 1 January 2002.
- (5) A contribution determined under subregulation (1) is not to be applied to the purchase, maintenance or replacement of equipment, furniture and fittings provided for the purposes of a kindergarten.

**142. Extra cost optional components of kindergarten programmes: s. 207**

- (1) In this regulation —
- “extra cost optional component”** means an optional component of a kindergarten programme having a cost that is not incorporated into the determination of the kindergarten’s contributions under regulation 141 because of the high cost associated with the provision of that optional component.

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- (2) The teacher in charge of a kindergarten may from time to time determine the costs to be paid for participation in an extra cost optional component of a kindergarten programme.
- (3) The costs of an extra cost optional component must not include a fee for instruction if the instruction is provided by a member of the teaching staff.
- (4) The participation of a child in an extra cost optional component is conditional on payment of the costs of that component.

**143. Items for personal use in kindergarten programmes: s. 212**

The teacher in charge of a kindergarten may from time to time determine the items that are to be supplied by a child for the child's personal use in a kindergarten programme.

**144. Approval and notification of determinations: s. 207**

- (1) A determination under regulation 141(1), 142(2) or 143 does not have effect until it has been approved by the governing body or its management committee.
- (2) Not later than 2 months before the beginning of a kindergarten year —
  - (a) all contributions for the year must be determined under regulation 141(1) and approved under subregulation (1);
  - (b) the teacher in charge is to take reasonable steps to notify the persons from whom a contribution may be sought, of the amount to be sought by way of contribution;
  - (c) all items to be supplied by a child for the year must be determined under regulation 143 and approved under subregulation (1); and
  - (d) the teacher in charge is to take reasonable steps to notify a parent of a child if the child is to supply any such item.

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- (3) The costs of an extra cost optional component to be provided by a kindergarten must be determined under regulation 142(2) and approved under subregulation (1) at least 4 weeks before the component is to be provided.
- (4) If an extra cost optional component may be participated in by a particular child, the teacher in charge is to take reasonable steps to notify a parent of the child of the costs of that component at least 3 weeks before the component is to be provided.
- (5) When notifying a person —
  - (a) for the purposes of subregulation (2)(b) it is sufficient for the teacher in charge to notify the person of the total contribution to be sought for the kindergarten year in respect of the child, itemising each component of the contribution and the contribution for each component; and
  - (b) for the purposes of subregulation (4) it is sufficient for the teacher in charge to notify the person by itemising each component of those costs and the costs for each component.
- (6) A determination or notification referred to in subregulation (2) for the purposes of the 2001 kindergarten year need not comply with the time limit referred to in that subregulation but must be made or occur by 28 February 2001.

**Subdivision 2 — Allocation of moneys appropriated by Parliament****145. Children (other than permanent residents) in respect of whom moneys may be allocated: s. 210(2)(b)**

The classes of children prescribed for the purposes of section 210(2)(b) are those classes whose members satisfy the criteria set out in regulation 12(a) to (c), 13(a) to (c) or 14(a) and (b).



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**146. Allocation of moneys: s. 210(3)**

- (1) Moneys that have been appropriated by Parliament for the purpose of assisting kindergartens may be allocated for one or more of the following matters —
  - (a) providing children with materials, services or facilities for use in kindergarten programmes;
  - (b) the purchase, maintenance or replacement of kindergarten equipment, furniture or fittings;
  - (c) costs of renting or leasing kindergarten premises;
  - (d) water, electricity, gas and telephone costs;
  - (e) gardening and cleaning costs;
  - (f) insurance costs.
- (2) The allocation of moneys referred to in subregulation (1) to a kindergarten may be conditional on the provision by the kindergarten's governing body of statistical, educational and financial information about the kindergarten and if the condition is not complied with the chief executive officer may recover the moneys as a debt in a court of competent jurisdiction.

**School Education Regulations 2000****Part 11**            Miscellaneous**r. 147****Part 11 — Miscellaneous****147. Independent minors: s. 244(1)**

- (1) The principal of a school at which a child is enrolled or wishes to be enrolled may designate the child to be a child for the purposes of the provisions of the Act set out in the Table to this subregulation that are relevant to the school (an **“independent minor”**) if the principal is satisfied that the child has the capacity to make his or her own decisions in relation to —
- (a) an educational programme for the child at the school; and
  - (b) the administrative requirements of the school.

**Table**

s. 17(1)(d)	s. 31(2)(b)
s. 20(2)(a)(ii)	s. 40(5)(b)
s. 24(2)(b)	s. 74(2) in the definition of “person”
s. 25(1) in the definition of “responsible person”	paragraph (b)
paragraph (b)	s. 83(3)(a)(ii)
s. 26(2)(c)(ii)	s. 100(5)(b)
s. 27(3)(b)	s. 106(1)(b)
s. 30(4)(b)	s. 108(4)(b)

- (2) A principal is not to designate a child as an independent minor —
- (a) without having taken into account —
    - (i) the existence or absence of a relationship between the child and a parent of the child or a person responsible for the child; and
    - (ii) the nature of the relationship, if any;
- and

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- (b) unless the principal is satisfied that no working relationship exists between the child and any of the child's parents or a person responsible for the child.
- (3) A decision to designate a child as an independent minor —
  - (a) must be in writing and recorded at the school referred to in subregulation (1) (the “**school**”);
  - (b) applies only in relation to the school;
  - (c) is of no effect when the child ceases to be enrolled at the school;
  - (d) is to be reviewed by the principal of the school at least once every 6 months; and
  - (e) may be reviewed or revoked at any time by the principal of the school.
- (4) This regulation does not apply to a child who is a ward for the purposes of the *Child Welfare Act 1947*, whether or not the child is under the guardianship of the Director-General as defined in that Act.

**148. Exemptions from provisions of regulations: s. 244(2)(b)**

- (1) The Minister may, at any time, by notice published in the *Gazette* —
  - (a) exempt a person, school or community kindergarten from provisions of these regulations and impose conditions subject to which an exemption applies;
  - (b) revoke or vary an exemption; or
  - (c) impose any further condition or vary or revoke a condition.
- (2) An exemption or condition may be limited in its operation to a specified period.

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- (3) The following are to be set out in the notice —
- (a) either —
    - (i) the person, persons or classes of person to whom the exemption applies; or
    - (ii) the school, schools or classes of school to which the exemption applies,as is relevant to the case;
  - (b) the regulation or regulations to which the exemption applies and the period of the exemption;
  - (c) if relevant, each condition subject to which the exemption applies and the period of the condition;
  - (d) if relevant, the revocation or details of the variation of the exemption;
  - (e) if relevant, the further conditions or revocation or details of the variation of an existing condition.
- (4) The regulations set out in the notice do not apply to a person who, or school which, is exempted under subregulation (1) if the conditions of the exemption are being complied with.

**149. Review of limits on fees, charges and contributions: s. 244(1)**

- (1) At least once every 3 years the chief executive officer is to review the limits in the following regulations and consider whether the limits should be changed and what the new limits should be —
- (a) regulations 61(1), 61(2) and 61(3) (charges and contributions for materials, services and facilities in government schools);
  - (b) regulation 63(1) (fees for instruction of overseas students and adult students);
  - (c) regulation 102(2) (fees for residential accommodation on government school premises);

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- (d) regulation 141(4)(b) (contributions for materials, services and facilities in community kindergartens).
- (2) When conducting —
- (a) a review referred to in subregulation (1)(a) the chief executive officer is to consult with a representative group of principals of government schools, parents and community members;
  - (b) a review referred to in subregulation (1)(b) the chief executive officer is to take into account —
    - (i) changes in the costs of providing instruction to overseas students and adult students at government schools; and
    - (ii) the views of representative principals of government schools and community members;
  - (c) a review referred to in subregulation (1)(c) the chief executive officer is to take into account changes in the costs of providing residential accommodation on school premises;
  - (d) a review referred to in subregulation (1)(d) the chief executive officer is to consult with a representative group of teachers in charge of community kindergartens, parents and community members; and
  - (e) any review under subregulation (1) the chief executive officer may take into account any other matter that is relevant to the review.



## Schedule 1 — Scholarships

[r. 13(c)]

AusAID Scholarship

Australian Postgraduate Award

full scholarship awarded by a university

Indigenous Researchers Development Scheme

International Postgraduate Research Scholarship

research fellowship

**School Education Regulations 2000****Schedule 2**      Visas**Schedule 2 — Visas**

[r. 14(b)(i)]

<b>Item</b>	<b>Visa Subclass number</b>	<b>Visa Subclass name</b>
1.	303	Emergency (Temporary Visa Applicant)
2.	309	Spouse (Provisional)
3.	310	Interdependency (Provisional)
4.	411	Exchange
5.	415	Foreign Government Agency
6.	416	Special program
7.	418	Educational
8.	419	Visiting Academic
9.	420	Entertainment
10.	421	Sport
11.	422	Medical Practitioner
12.	423	Media and Film Staff
13.	426	Domestic Worker (Temporary) — Diplomatic or Consular
14.	427	Domestic Worker (Temporary) — Executive
15.	428	Religious Worker
16.	430	Supported Dependant
17.	442	Occupational Trainee
18.	445	Dependent Child
19.	446	Confirmatory (Temporary)
20.	450	Resolution of Status — Family Member (Temporary)
21.	457	Business (Long Stay)
22.	785	Temporary Protection
23.	820	Spouse
24.	826	Interdependency
25.	850	Resolution of Status — (Temporary)

By Command of the Governor,

ROD SPENCER, Clerk of the Executive Council.



## Defined Terms

*[This is a list of terms defined and the provisions where they are defined.*

*The list is not part of the law.]*

Defined Term	Provision(s)
absolute majority .....	119(1)
adult student .....	3(1)
arrangement .....	49
association .....	121
authorised person .....	68(3), 73, 86, 91
breach of school discipline .....	3(1)
code of conduct .....	3(1)
contribution .....	58, 132
Council .....	120(1)
curriculum framework .....	3(1)
direction .....	69(1)
dress code .....	3(1)
existing school .....	130(3), 133(2)
extra cost optional component .....	58, 142(1)
first charges payment year .....	3(1)
governing body .....	3(1)
independent minor .....	3(1), 147(1)
kindergarten programme .....	3(1)
kindergarten .....	132
licence .....	3(1)
link school .....	3(1)
minimum period .....	137(1)
order .....	70(1)
overseas student .....	3(1)
Part 4 CEO .....	3(1)
pre-primary programme .....	3(1)
primary programme .....	3(1)
principal .....	108(5)
prohibition order .....	3(1)
proposed kindergarten .....	133(1)
proposed school .....	130(1)
registrar .....	3(1)
scheme .....	54
school administrator .....	3(1)
school premises .....	3(1)
school .....	103(1), 147(3)(a)
school's premises .....	3(1)
secondary programme .....	3(1)
section .....	3(1)

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security coordinator.....	3(1)
serious breach of school discipline.....	3(1)
sibling .....	3(1)
specialist programme.....	3(1)
specified .....	86
vehicle .....	3(1)
visa .....	3(1)



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