

Under 18 student in a school holiday course

Enrolment information

This form should be completed by the parent, guardian or carer of all participants who are under the age of 18 and have enrolled in an AFTRS school holiday course. The last two pages of this form should be scanned/photographed and emailed to shortcourses@aftrs.edu.au

General information

All AFTRS tutors are skilled professionals and have been screened by The NSW Commission for Children and Young People, or its equivalent interstate, to ensure they meet with all legal requirements pertaining to 'Working with Children'.

Participants should supply their own lunch, drinks, morning and afternoon tea. AFTRS asks that participants do not bring or consume any nut products on the days they attend AFTRS.

Participants should wear comfortable clothes and must wear enclosed shoes (high heels, thongs and sandals are not allowed in studio environments under AFTRS safety guidelines). All participants should bring a jumper as studio environments are often cold. Participants undertaking a visual effects course or those courses involving 'green screens' should avoid green clothing unless advised by their tutor. Special clothing requirements will be advised on a course by course basis.

All course participants who attend a course in its entirety will receive a Certificate of Attendance at the end of the course.

Unless public or parent screenings have been programmed as part of the course AFTRS does not allow carers or friends to observe the course. This gives young people the freedom to learn without the pressure of observation.

Interstate and international visitors are encouraged to contact AFTRS to confirm that their chosen course is going ahead before incurring travel and accommodation expenses.

Conditions of enrolment

AFTRS has the right to exclude a participant:

- If the participant is under 18 and has not submitted a School Holiday Under 18 Consent Form signed by a parent/guardian or carer.
- If the participant breaches any AFTRS policies.
- If course fees have not been paid.
- As permitted by law or if the participant is continually late or disruptive (under these circumstances, no refund will be offered).

AFTRS is open from 8.30am but supervision is only provided during advertised course hours only.

Parents/guardians/carers are responsible for informing AFTRS of:

- Any access restrictions relating to a participant, such as those imposed by a court order.
- Any arrangements made to collect a participant.

AFTRS will release children to the nominated parent's/guardian's/carer's care only, unless prior arrangements have been made.

Students in Grades 7-12 are to be signed in and out by parents/carers/guardians at the beginning and end of the day unless their parent/carer/guardian grants consent, on the form below, for them to make their own way to and from the course premises and to sign themselves in and out. It is the parent/guardian/carer's responsibility to organise this.

Students in Grades 7-12 can also leave the course premises to buy their lunch if their parent/carer/guardian grants consent on the form below. Participants with this consent will sign out and sign back in on their return.

Parents/guardians/carers must advise AFTRS on the attached form of any **medical or allergic conditions** or other special (including behavioural) conditions the participant may have and any reasonable accommodations they may require. AFTRS has no specialised medical practitioner on site and will contact the nearest hospital in the event of an emergency. Medical costs incurred, including ambulances, will be borne by the participant or their parent/guardian/carer. AFTRS can take no responsibility for administering medication during a course.

AFTRS may photograph, film or record participants during course activities and use these photos or recordings for promotional, advertising, archival and accountability purposes. AFTRS will not identify a participant by their full name without express permission of their parent/guardian/carer.

Digital copies of participants' work are not provided unless clearly stated in the course outline. Participants should familiarise themselves with copyright laws prior to posting any material on YouTube or other websites. They should ensure they do not violate any copyright law. For further information visit: www.copyright.org.au

Participants may not make recordings of any activities at AFTRS unless instructed by a tutor.

Consent form

Participant

First name: _____ Last name: _____

Date of birth: _____ Gender: _____

Mobile: _____ School grade: _____

Parent/guardian/career

First name: _____ Last name: _____

Address: _____

Postcode: _____ State: _____

Phone: _____ Mobile: _____

Email: _____

Course details

Course name: _____ Course date: _____

Emergency contacts

Name: _____ Relationship: _____

Phone: _____

Name: _____ Relationship: _____

Phone: _____

Please tick if your child has any of the following:

- | | | |
|--|---|--|
| <input type="checkbox"/> ADD or ADHD | <input type="checkbox"/> Allergies (please specify) | <input type="checkbox"/> Autism Spectrum Disorders |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Dyslexia | <input type="checkbox"/> Epilepsy |
| <input type="checkbox"/> Mobility issues | <input type="checkbox"/> Other (please specify) | |

Does your child require a support worker during school hours ?

If your child has any specific needs that we should know about, please contact us on 1300 065 281.

I, _____ (guardian's name), am the parent/guardian/career of

_____ (child's name) and I have read and understood all the

enrolment questions, answers and terms for the course and agree to comply with these terms and to ensure that my child complies with these terms.

I consent to:

- My child attending the course.
- My child being excluded from the course if any of AFTRS policies are breached.
- AFTRS arranging for medical, dental, ambulance or hospital assistance in an emergency.
- AFTRS disclosing medical and other information about my child in an emergency.
- Paying for all costs arising from any such emergency.
- AFTRS photographing, filming or recording my child (whether individually or in groups) while taking part in the course. (AFTRS may only use these for its own educational, promotional, reporting or archival purposes).
- My child viewing PG rated material if they are under 15 years old.
- My child viewing MA15+ material if they are 15, 16 or 17 years old.

I agree that:

- AFTRS collects, uses, discloses, stores and corrects personal information about me and my child according to the Commonwealth Information Privacy Principles (under the Privacy Act 1988 (Cth)).
- I have advised AFTRS of any medical health or other relevant concerns about my child.
- I have advised AFTRS of any access restrictions relating to my child including under court orders, and of collection arrangements for my child.
- In booking into an AFTRS short course, participants (or their parents/carers/guardians) acknowledge that AFTRS activities are physical and may involve the risk of accidents occurring.
- AFTRS, its staff, contractors and any volunteers are not responsible for any loss or damage to any personal possessions that my child brings to the course.
- AFTRS provides supervision during course hours only.

Sign: _____ Date: _____

Grades 7-12 only: I grant permission for my child to leave the premises and buy lunch in the EQ.

Grades 7-12 only: I grant permission for my child to sign in and out of the course themselves and to travel at their own discretion.

I grant permission for the following alternate collection arrangements for my child:

Please scan/photograph this completed form and email to shortcourses@aftrs.edu.au