

Student Exit Survey

The Student Exit Survey is used for the statistical collection for data relating to students leaving the school. The process will also collect information about individual student interventions that the school used to encourage the student to remain at the school, where appropriate.

When the student leaves the school, a sign-off process is followed. Part of this process, which could vary from school to school, is to collect data regarding the 'leaving student'.

The person that is authorised to conduct this process will collect information directly through an interview, or based on prior observations and student history if the student does not participate in a formal interview.

The authorised person will then do one of the following:

- Provide the information to school Admin and the Admin logs on and enters the data into ERN.
- Or,
- Log on onto the system and enter the student leaver's data using ERN.

The authorised person could be the School Principal, Deputy Principal, Careers Advisor, Year Advisor or a member of the Admin Staff.

Data input for these students will require access to the 'Destination' and 'Reason for Leaving Schooling' or 'Reason for Selecting Another School' drop-down menus.

Destination options are:

- Apprenticeship (Full time)
- Traineeship (Full time)
- Full-time Employment (35+hpw)
- Part-time Employment (<35 hpw) or casual
- Part-time Employment & Part-time Study
- Seeking Employment
- University
- University Entry deferred
- Not in labour force & not in education & training
- Other Destination

Reason for Leaving Schooling choices are:

- Family responsibilities

- Parental responsibilities
- Financial hardship
- Lack of relevant courses
- Course work too difficult
- Offered a job / gained employment
- General health issues
- Mental health issues
- Unable to meet behaviour expectations
- Unable to meet attendance expectations
- No motivation to continue schooling
- Not supported by welfare programs
- Offered apprenticeship / traineeship
- Vocational education needs not met at school
- Completed Year 12 Studies (NOTE: this option only appears for Year 12 students)

Destination options are:

- NSW Government School
- NSW Non-Government School
- Interstate
- Overseas School
- TAFE or other RTO

Reason for Selecting Another School choices are:

- Student relocation
- Selective school placement
- Scholarship
- SSP placement
- Broader curriculum options
- Welfare and attendance fresh start
- Peer group reasons
- Parental choice
- Teaching quality
- Specialist high school placement
- Prefer a private school placement
- Completing school through TAFE or Distance Education

Enter information into ERN system

Go to **Place Management** → **Registration offers**

Tick the check box alongside the student name (Multiple selection is permitted), and then click the **Change status** button

Registration Maintenance - St Leonards Public School 2008 Mainstream Enrolment

Scholastic year	Offering name	Typical annual intake	Registered	Enrolled	Leaving
6	Year 6 2008 (Mainstream Enrolment)	102	0	8	0

Show students with : [Show Legend](#)

SRN	Student name	Gender	D.O.B	Roll Class	Status	<input type="checkbox"/>
40007	Allison,	M	18-Dec-1996	6R	Enrolled (In Attendance)	<input type="checkbox"/>
40007	Alvarenga,	F	09-Sep-1996	6W	Enrolled (In Attendance)	<input type="checkbox"/>
40007	Choi,	F	27-Apr-1996	6R	Enrolled (In Attendance)	<input type="checkbox"/>
40007	Gates,	M	15-Oct-1996	6SM	Enrolled (In Attendance)	<input type="checkbox"/>
435362630	Jones, James	M	01-Jan-1996	6SM	Enrolled (In Attendance)	<input checked="" type="checkbox"/>
40007	Lutfi,	F	28-May-1996	6SM	Enrolled (In Attendance)	<input type="checkbox"/>
4000	Muir,	M	26-Aug-1996	6SM	Enrolled (In Attendance)	<input type="checkbox"/>
4000	Zheng,	M	28-Jan-1999	4S	Enrolled (In Attendance)	<input type="checkbox"/>

Choose **Enrolled (Leaving)** or **Left** in **New registration status** to complete the student exit survey

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

***Leaving date :**

Destination : XXX - Unknown/Not Provided


Reason :

Course Work too Difficult	>	Selected Reason :
Family Responsibilities	<	
Financial Hardship	>	
Health Issues	<	


Back **Save and exit**

**Indicates mandatory field.*

Add a Selected Reason

Click the reason in the **Reason** section, and then click the  button to add the selected reason into the **Selected Reason** section

Remove a Selected Reason

Click the reason in the **Selected Reason** section, and then click the  button to remove from selected reason section

The removed reasons from **Selected Reason** section are always at the bottom of the list of the **Reason** section

Scenario 1: Students at the end of the school life

Student Destination is one of these:

- Apprenticeship (Full time)
- Traineeship (Full time)
- Full-time Employment (35+hpw)
- Part-time Employment (<35 hpw) or casual
- Part-time Employment & Part-time Study
- Seeking Employment
- University
- University Entry deferred
- Not in labour force & not in education & training

The available reasons for Leaving schooling are:

- Family responsibilities
- Parental responsibilities
- Financial hardship
- Lack of relevant courses
- Course work too difficult
- Offered a job / gained employment
- General health issues
- Mental health issues
- Unable to meet behaviour expectations
- Unable to meet attendance expectations
- No motivation to continue schooling
- Not supported by welfare programs
- Offered apprenticeship / traineeship
- Vocational education needs not met at school
- Completed Year 12 Studies (NOTE: this option only appears for year 12 students)
- Not Applicable
- Other reason
- Unknown / Not Provided

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

***Leaving date :**

Destination : APPR - Apprenticeship (Full time)

Reason :

- Family Responsibilities
- Health Issues
- Lack of Relevant Courses
- Lack of Welfare Support

Selected Reason :

- Course Work too Difficult
- Financial Hardship

Back Save and exit

**Indicates mandatory field.*

If choose reason as **Other reason**, then system will prompt to input reason.

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

***Leaving date :**

Destination : APPR - Apprenticeship (Full time)

Reason :

- Not Applicable
- Unknown/Not Provided
- Financial Hardship
- Course Work too Difficult

Selected Reason :

- Other Reason

Other reason :

Back Save and exit

**Indicates mandatory field.*

Scenario 2: Typical for a Student Changing School

Student Destination is one of these:

- NSW Government School
- NSW Non-Government School
- Interstate
- Overseas School
- TAFE or other RTO

The available reasons for Selecting Another School are:

- Student relocation
- Selective school placement
- Scholarship
- SSP placement
- Broader curriculum options
- Welfare and attendance fresh start
- Peer group reasons
- Parental choice
- Teaching quality
- Specialist high school placement
- Prefer a private school placement
- Completing school through TAFE or Distance Education
- Not Applicable
- Other reason
- Unknown / Not Provided

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

*Leaving date :

Destination : NSWG - NSW Government School To School :

Reason :

SSP placement	>	Parental choice
Selective school placement	<	Scholarship
Specialist high school placement	>	
Student relocation	<	

Selected Reason :

Parental choice
Scholarship

Back Save and exit

**Indicates mandatory field.*

If the school name does not exist in the list, school could choose **Other (Not elsewhere classified)**, and then system will prompt to enter a school name, which is NOT a mandatory field

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

*Leaving date :

Destination : NSWG - NSW Government School To School : Other (Not elsewhere clas

Name :

Reason :
 Completing school through TAFE or C
 Peer group reasons
 SSP placement
 Scholarship

Selected Reason :
 Parental choice
 Prefer a private school placement

Back Save and exit

*Indicates mandatory field.

If choose reason as **Other reason**, then system will prompt to input reason.

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

*Leaving date :

Destination : NSWG - NSW Government School To School :

Reason :
 Not Applicable
 Unknown/Not Provided
 Parental choice
 Scholarship

Selected Reason :
 Other Reason

Other reason :

Back Save and exit

*Indicates mandatory field.

Scenario 3: Other Situation

Student Destination is Other Destination

System will prompt to enter the **Detail**

The available reasons for Leaving schooling are:

- Family responsibilities
- Parental responsibilities
- Financial hardship
- Lack of relevant courses
- Course work too difficult
- Offered a job / gained employment
- General health issues
- Mental health issues
- Unable to meet behaviour expectations
- Unable to meet attendance expectations
- No motivation to continue schooling
- Not supported by welfare programs
- Offered apprenticeship / traineeship
- Vocational education needs not met at school
- Completed Year 12 Studies (NOTE: this option only appears for year 12 students)
- Not Applicable
- Other reason
- Unknown / Not Provided

Registration Status Management - Year 6 2008 (Mainstream Enrolment) < Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status: ENRLEA - Enrolled (Leaving)

*Leaving date:

Destination: YYY - Other Destination Detail:

Reason :
 Unable to meet attendance expectations
 Vocational education needs not met at school
 Not Applicable
 Unknown/Not Provided

Selected Reason :
 Other Reason

Other reason :

Back Save and exit

*Indicates mandatory field.

Scenario 4: Unknown / Not Provided

Student did not provide any information about destination

School could choose '**Unknown / Not Provided**' in **Destination**, and then click **Save and exit** button

Registration Status Management - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

***Leaving date :**

Destination : XXX - Unknown/Not Provided

Reason :

- Unable to meet attendance expectations
- Vocational education needs not met
- Not Applicable
- Other Reason

Selected Reason :

**Indicates mandatory field.*

Modify Student Destination Information

Registration Maintenance - St Leonards Public School 2008 Mainstream Enrolment

Scholastic year	Offering name	Typical annual intake	Registered	Enrolled	Leaving
6	Year 6 2008 (Mainstream Enrolment)	102	0	8	0

Show students with : [Show Legend](#)

SRN	Student name	Gender	D.O.B	Roll Class	Status
40007	Allison,	M	18-Dec-1996	6R	Enrolled (In Attendance)
40007	Alvarenga,	F	09-Sep-1996	6W	Enrolled (In Attendance)
40007	Choi,	F	27-Apr-1996	6R	Enrolled (In Attendance)
40007	Gates,	M	15-Oct-1996	6SM	Enrolled (In Attendance)
435362630	Jones, James	M	01-Jan-1996	6SM	Enrolled (Leaving)
40007	Lutfi,	F	28-May-1996	6SM	Enrolled (In Attendance)
4000	Muir,	M	26-Aug-1996	6SM	Enrolled (In Attendance)
4000	Zheng,	M	28-Jan-1999	4S	Enrolled (In Attendance)

Close Transfer Share Feed Bulk feed Change status

Click the selected area, user could modify the existing student destination information.

Registration Dates - Year 6 2008 (Mainstream Enrolment) Jones, James

**Once saved, any leaving data set previously will be overwritten.*

Intended start date :

Actual start date :

*Leaving date :

*Destination : To School :

Name :

* Reason :
 Completed Y12 studies
 Completing school through TAFE or D
 Course Work too Difficult

* Selected Reason :

Close Save and exit

*Indicates mandatory field.

Bulk Change

Tick the multiple check boxes alongside the student's name, and then click the **Change status** button

Registration Maintenance - St Leonards Public School 2008 Mainstream Enrolment

Scholastic year	Offering name	Typical annual intake	Registered	Enrolled	Leaving
6	Year 6 2008 (Mainstream Enrolment)	102	0	8	0

Show students with : Active Registrations Show Legend

SRN	Student name	Gender	D.O.B	Roll Class	Status
40007	Allison,	M	18-Dec-1996	6R	Enrolled (In Attendance) <input type="checkbox"/>
40007	Alvarenga,	F	09-Sep-1996	6W	Enrolled (In Attendance) <input type="checkbox"/>
40007	Choi,	F	27-Apr-1996	6R	Enrolled (In Attendance) <input type="checkbox"/>
40007	Gates,	M	15-Oct-1996	6SM	Enrolled (In Attendance) <input checked="" type="checkbox"/>
435362630	Jones,James	M	01-Jan-1996	6SM	Enrolled (In Attendance) <input checked="" type="checkbox"/>
40007	Lutfi,	F	28-May-1996	6SM	Enrolled (In Attendance) <input type="checkbox"/>
4000	Muir,	M	26-Aug-1996	6SM	Enrolled (In Attendance) <input type="checkbox"/>
4000	Zheng,	M	28-Jan-1999	4S	Enrolled (In Attendance) <input type="checkbox"/>

Close Transfer Share Feed Bulk feed Change status

Choose **Enrolled (Leaving)** or **Left in New registration status** to complete the student exit survey

Registration Status Management - Year 6 2008 (Mainstream Enrolment)

**Once saved, any leaving data set previously will be overwritten.*

SRN	Student name	Current status
400074135	Gates,	Enrolled (In Attendance)
435362630	Jones, James	Enrolled (In Attendance)

New registration status : ENRLEA - Enrolled (Leaving)

Specify them individually :

*Leaving date :

Destination : XXX - Unknown/Not Provided

Reason : Course Work too Difficult Selected Reason :

Back Save and exit

*Indicates mandatory field.

Tick the check box alongside the **Specify them individually**, the following screen will come up. Or Tick the check box alongside the **Specify them once for both** or **Specify them once for all** to go back.


Registration Status Management - Year 6 2008 (Mainstream Enrolment)

SRN	Student name	Current status	Leaving date	Destination	Reasons
400074135	Gates,	Enrolled (In Attendance)	16/07/2008	To School :	
435362630	Jones, James	Enrolled (In Attendance)	16/07/2008	To School :	

New registration status : ENRLEA - Enrolled (Leaving)

Specify them once for both :

Back Save and exit

Click the  at the end of the screen to complete the necessary information.

Leaving Registration Details

**Once saved, any leaving data set previously will be overwritten.*

Destination : XXX - Unknown/Not Provided

Reason :
 Course Work too Difficult
 Family Responsibilities
 Financial Hardship
 Health Issues

Selected Reason :

Close Save and exit

*Indicates mandatory field.