

Appendix A – Access Requests for Distance Education

This appendix must be signed by the Principal and uploaded as an attachment to the Access Request for distance education to assess the specific circumstances of the student.

If there are child protection concerns and this appendix cannot be signed, please discuss this with your Learning and Wellbeing Officer. This may mean that this application needs to be considered by the local Director, Educational Leadership under 2.10 students in extraordinary circumstances.

In completing this declaration, the principal should use the [decision trees](#) available as part of the Mandatory Reporter Guide to inform their decision-making.

Information sharing

On 1 December 2014, the Minister announced a protocol on information sharing between Principals and schools across the three education sectors. It clarifies the circumstances when student information held by a school should, or must, be shared. This includes when a student may be transitioning between schools or between school sectors.

The protocol can be accessed from the following link: [Sharing information outside the department.](#)

Principal's declaration

I have no knowledge of current child protection concerns under the Children and Young Persons (Care and Protection) Act 1998 for:

Student name:

Principal name:

Signature:

Date:

Upload this declaration to the access request for distance education.