



NOTICE OF INTENT to register a new school in South Australia

About this form

This form may be used by persons intending to register a new school in South Australia. The information provided will enable the Education Standards Board (ESB) to support your application process. We recommend that you read the following documents relating to the registration of schools.

- *The Education and Early Childhood Services (Registration and Standards) Act 2011*
- *The Standards for Registration and Review of Registration of Schools in South Australia*
- Evidence Guide to Using the *Standards for Registration and Review of Registration of Schools in South Australia* for Registration of New or Changed schools

Assistance

For assistance in completing this form, please contact the Education Standards Board by email at ESB.Schools@sa.gov.au or telephone 08 8226 1215. Further information about schools registration is available from the ESB Website. <http://www.esb.sa.gov.au/>

After submitting the Notice of Intent form you will be contacted by a member of the ESB to invite you to a Pre-Application meeting. The Pre-Application meeting is a good opportunity to ask any questions you may have before commencing your application. It will also provide you with information about:

- Timelines for submission of your application and supporting evidence
- The registration process, including specific requirements relating to your proposal
- Potential issues that may arise

Submitting this form

This form must be submitted by email to: ESB.Schools@sa.gov.au

Supporting evidence is not required to be submitted with the Notice of Intent form.

Section A: Proposed School Information

1.1	Proposed school name	
1.2	Proposed commencement date	
2	Proposed school site/development details	
2.1	Address of the proposed site/development <i>The school must have a built environment for teaching and learning.</i>	
2.2	Have you applied to the local council to establish a school?	<input type="checkbox"/> Yes <input type="checkbox"/> No - A council approval process will need to commence before submitting your full application.
2.3	Has this site been approved by the local council for use as a school? <i>You will need to gain the necessary approvals for development with the local council of the proposed school site before submitting your full application</i>	<input type="checkbox"/> Yes <input type="checkbox"/> Pending- Provide an estimated time frame for the approval process <input type="checkbox"/> No - You will need to find an alternative site or discuss with your local council
2.4	Has the local council imposed or foreshadowed any conditions of approval? Describe impositions or conditions.	<i>Provide attachments if applicable</i>
3	Proposed year levels	
3.1	What are the proposed year levels?	
4	Proposed year levels commencement	
	Please indicate in the tables below, the proposed year of commencement for each proposed year level.	
4.1	Year level	R
	Year commencing	
		1
		2
		3
		4
		5
		6
4.2	Year level	7
	Year commencing	
		8
		9
		10
		11
		12



5 Are you intending to establish an Early Learning Centre on the same site as the school?		
5.1	<i>If you answer yes to this question, we can notify the ESB- Early Childhood services team of your intention to establish an Early Learning Centre</i>	<input type="checkbox"/> Yes – You will need to complete a separate application form available at http://www.esb.sa.gov.au/forms-2 <input type="checkbox"/> No

6 Are you intending to enrol Full-Fee Paying Overseas Students?		
6.1	<i>To provide education services to overseas students you will need to apply for registration on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS).</i>	<input type="checkbox"/> Yes – You will need to complete a separate application form available on the ESB website. <input type="checkbox"/> No

Section B: Proposed School Governance

7.1	Governing Authority	
	<i>There must be corporate governance arrangements to lead the safe, legal and financially viable operation of the proposed School</i>	Name of Governing Authority
7.2	Responsible Authority	
	<i>Only provide this if different from your governing authority</i>	Name of the Responsible Authority:
7.3	Affiliations	
	<i>Religious or other organisations</i>	

Section C: Funding (Non-Government schools only)

8.1 Are you intending to apply for State Government funding?		
	<i>You must be a not-for-profit organisation to be eligible for State and Commonwealth funding</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section D: Contact information

9.1	Responsible person for the application process	
	Position title	
	Postal address	
	Telephone	
	Email	

Section E: Details of person submitting this application

10.1	<i>If different from Contact information</i>		
	Name:	Title:	
	Email:	Date:	Signed:

OFFICE USE ONLY - ACKNOWLEDGEMENT

Date received:	Acknowledgment date:	Signed:
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