

NON-STATE SCHOOLS ACCREDITATION BOARD

MEETING 04/13

Thursday, 4 April 2013

9:30 a.m. to 2:30 p.m.

Room 12.02, Level 12, Education House, 30 Mary Street,
Brisbane

Members: Emeritus Professor S V McLean AM (Chairperson), Professor W Lane (Deputy Chairperson), Professor V Callan, Ms A Brazier, Mr D Robertson, Mr M Byrne

Secretariat: Mr P M Parsons, Mrs T Jarrett, Mrs T Belfiore



AGENDA

1. WELCOME AND APOLOGIES
2. CONFIRMATION OF AGENDA
3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS
 - 3.1 Minutes of meeting 02/13, 7 March 2013
 - [Minutes](#)
 - 3.2 Minutes of meeting 03/13, 19 March 2013
 - [Minutes](#)
4. APPLICATIONS

*New version of agenda
distributed 2 April 2013*

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2 New type of education

4.2.1 Endeavour Christian College (New application lodged 19 March 2013 to include secondary education in attributes of accreditation.)

- Overview
- Application
- (Draft) Board letter to governing body (tabled at meeting)

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

14. MINUTES OF FUNDING COMMITTEE

14.1 Funding Committee 'confirmed' minutes of 20 February 2013 meeting

- Minutes – 20 February 2013

15. OTHER BUSINESS

16. NEXT MEETING

Scheduled for Thursday, 2 May 2013, 9:30 a.m. to 2:00 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

17. MEETING CLOSE

Reference Material

Legislation

- Education (Accreditation of Non-State Schools) Act 2001
- Education (Accreditation of Non-State Schools) Regulation 2001
- Education (General Provisions) Act 2006
- Education (General Provisions) Regulation 2006

NON-STATE SCHOOLS ACCREDITATION BOARD

MINUTES



Meeting: 04/13

Date: 4 April 2013

Venue: Room 12.02, Education House, 30 Mary Street, Brisbane

Present: Emeritus Professor S V McLean AM (Chairperson), Professor W Lane (Deputy Chairperson), Professor V Callan, Ms A Brazier, Ms H Coyer (Proxy for Mr Robertson), Mr M Byrne

Apology: Mr D Robertson

Secretariat: Mr P M Parsons, Ms V Cragnolini, Ms T Belfiore

1. WELCOME AND APOLOGIES

Professor McLean opened the meeting at 9:35 a.m. and welcomed members.

Mr Robertson's apology was noted. Professor McLean welcomed Ms Coyer, as proxy for Mr Robertson.

2. CONFIRMATION OF AGENDA

The agenda for the meeting was confirmed. No conflict of interest disclosures were declared.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Minutes of meeting 02/13, 7 March 2013

The minutes of meeting 02/13, 7 March 2013 were confirmed.

3.2 Minutes of meeting 03/13, 19 March 2013

The minutes of meeting 03/13, 19 March 2013 were confirmed

4. APPLICATIONS

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2 New type of education

4.2.1 Endeavour Christian College

The Board considered the new application lodged 19 March 2013 by Christian Community Ministries Ltd for accreditation of secondary education at Endeavour Christian College.

The Board **resolved**:

- (a) that the school will not on its establishment be operated for profit;
- (b) that the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school;
- (c) that there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions;
- (d) to refer the application to the Funding Committee and give the statutory notice to the Minister;
- (e) to write to the applicant, as per the draft letter with amendments, seeking further information about:
 - (i) the curriculum model and educational program for the school;
 - (ii) the precise date for the sector student-intake day for the Year 11 and 12 sector of schooling;
 - (iii) a plan of the site illustrating the facilities to be used for secondary education; and
- (f) to hold over further consideration of the accreditation criteria pending receipt of the applicant's response.

14. MINUTES OF FUNDING COMMITTEE

14.1 Funding Committee 'confirmed' minutes of 20 February 2013 meeting

The Board **noted** the 'confirmed' minutes of the 20 February 2013 meeting of the Funding Committee.

15. OTHER BUSINESS

16. NEXT MEETING

The next meeting is scheduled for Thursday, 2 May 2013, 9:30 a.m. to 2:30 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

17. MEETING CLOSE

The meeting closed at 11:45 p.m.

Confirmed

Chairperson

Date

| APPLICATION FOR NEW TYPE OF EDUCATION | | | | |
|---|--|---------------|----------------------|------------------|
| School | Endeavour Christian College (Cooktown) The school is currently accredited for primary education (preparatory year to year 7), and is eligible for Government funding for the preparatory year to year 7. | | | |
| Applicant | Christian Community Ministries Ltd | | | |
| Location of school | 12 Charles Street, Cooktown QLD 4895 | | | |
| Current application | The application is for accreditation of, and eligibility for Government funding for, secondary education (year 8 to year 12, classroom education, co-educational, Queensland Studies Authority syllabus framework/s). Student-intake day is 28 January 2014. Sector student-intake day for years 11 and 12 sector is given as term 1, 2017 (precise date is not specified by applicant, but needs to be provided). | | | |
| Key dates | Lodgement | 19 March 2013 | Latest decision date | 20 December 2013 |
| Board required to | When considering an application for provisional accreditation for a new type of education [Act, ch 2 pt 2 div 2 sdiv 2], the Board is required to: (a) consider whether it is satisfied [Act, s 17(1)(b)]: (i) the school will not be operated for profit [Act, s 17(1)(b)(i)]; and (ii) the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school [Act, s 17(1)(b)(ii)]; and (iii) there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions [Act, s 17(1)(b)(iii)]; and (b) if satisfied about the above three matters, refer the application to the Funding Committee and give the statutory notice to Minister [Act, s 17(2)(a)]; and (c) consider whether the governing body is suitable to be the school's governing body [Act, ss 18(1)(a), 39]; and (d) consider whether the school will comply with the accreditation criteria within the school's provisional accreditation period [Act, s 18(1)(b)]. | | | |
| Considerations for 4 April 2013 meeting | | | | |
| Secretariat's recommendation following preliminary assessment | It is recommended that the Board: (a) decide that: (i) the school will not on its establishment be operated for profit [Act, s 17(1)(b)(i)]; (ii) the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school [Act, s 17(1)(b)(ii)]; (iii) there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions [Act, s 17(1)(b)(iii)]; and (b) given it is satisfied about the above three matters — refer the application to the Funding Committee and give the statutory notice to the Minister [Act, s 17(2)]; and (c) in respect of the school's attributes if the Board grants the application — write to the applicant to seek further information about: (i) the curriculum model the school is to follow to establish whether the school is to also follow the Australian school curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority; and (ii) the precise date for the sector student-intake day for the years 11 and 12 sector; and (d) in respect of the accreditation criteria to be considered by the Board — write to the applicant to seek a plan of the site illustrating the facilities to be used for secondary education. | | | |
| Key actions to date | | | | |
| | This is the first Board meeting at which this application has been considered. | | | |

19 March 2013

Emeritus Professor S. Vianne McLean
Non State Schools Accreditation Board
PO Box 15347
CITY EAST QLD 4002

Dear Professor McLean,

Please find attached our application to add a new type of education to the existing Endeavour Christian College (ECC). There is very strong community support for extending educational choice into secondary education at ECC.

The college currently offers education to students from Prep to Year 7 and is now at the stage of needing to move into secondary schooling. We would like to commence delivering secondary education on this site from 2014. Our intention is to run QSA programs in Secondary School which will lead students to a range of post-school pathways including OP eligibility, further vocational education or directly into the workforce.

The commencement of ECC has seen the creation of 9 new jobs in town, has seen the introduction of genuine educational choice, and has seen increased student and family retention in town. While the pool of students to draw from is relatively small, there is good reason to expect an increase in the pool of students should ECC be granted accreditation and funding approval. It is fact that many families were leaving Cooktown when their children became of school age because of the lack of educational choice. Now that choice is available, families are availing themselves of that choice and electing to stay in Cooktown. However, that choice needs to extend into secondary in order to retain those families longer term.

As part of the wider CCM network of schools, Endeavour Christian College is also able to draw on the secondary schooling expertise of existing schools in the group in development of all of its programs.

Regards,



John Lyndon
CEO

Encl.



Form NSS-501 V1.1

New type of education

Application for accreditation and funding eligibility

Non-State Schools Accreditation Board

| | | | |
|---|-----------------------------|----------------------|---------------------|
| NAME OF SCHOOL | | | Office use only |
| Endeavour Christian College | | | |
| Details of person to contact about this application | | | CIS No. |
| Title (eg Ms, Mrs, Mr, Dr, Pastor) | Given name/s | Preferred first name | |
| Mr | John Charles | John | |
| Surname | | | |
| Lyndon | | | |
| Postal address | | | |
| PO Box 147 | | | |
| Kingston | | Postcode | |
| Qld | | 4114 | |
| Business telephone | After hours telephone | Fax | Date received |
| 07 3827 6571 | | 07 3827 6533 | |
| Mobile | Email address | | Funding application |
| | ccmoffice@ccmschools.edu.au | | |

Privacy Information

Form NSS-501: *New type of education - Application for accreditation and funding eligibility* collects information for the following purposes:

- to enable the Non-State Schools Accreditation Board to decide whether to approve the new type of education under the *Education (Accreditation of Non-State Schools) Act 2001* (the "Accreditation Act"); and
- where applicable, to enable the Non-State Schools Eligibility for Government Funding Committee to decide whether to grant eligibility for government funding status under the Accreditation Act.

Certain data collected in this form is 'personal information' within the meaning of the Queensland Government *Information Privacy Act 2009*, which deals with the collection and handling of such information by government agencies. Form NSS-501 collects personal information about:

- a contact person for the purpose of processing the application;
- a person authorised by the incorporated governing body to act on its behalf for the purpose of processing the application; and
- the directors or members of the executive management group of the incorporated governing body making the application for the purpose of ascertaining whether the governing body complies with the requirements of the Accreditation Act.

The information collected in this form may be disclosed to the following entities:

- the Minister for Education, Training and Employment;
- the Office of Non-State Education within the Queensland Department of Education, Training and Employment and other relevant areas of the Department of Education, Training and Employment;
- assessors and auditors appointed under the Accreditation Act; and
- any person who inspects an application or asks the applicant for a copy of an application under sections 82 or 83 respectively of the Accreditation Act.

PLEASE NOTE

Attachments must be labelled with the corresponding number and title of the related item in the application form.

PART 1 APPLICANT DETAILS

1. Applicant

Name of the governing body applying for accreditation of a new type of education.

The governing body for the new type of education must be the same as that of the school identified on the front of the form.

Christian Community
Ministries Ltd.

2. Is this application seeking eligibility for government funding for the new type of education?

☒ Yes

☐ No If No, proceed to Item 3.

If Yes, please address all of the following items:

a) Is the school to be operated on a not-for-profit basis?

☒ Yes

☐ No

Note: A school is **not operated for profit** only if any profits made from the school's operation are used entirely to advance the school's philosophy and aims, as stated in the school's statement of philosophy and aims. Only schools operating on a not-for-profit basis are eligible for government funding.

b) In relation to the operation of the school, has the governing body entered into any prohibited arrangement?

☐ Yes

☒ No

Note: A **prohibited arrangement** is a contract or arrangement entered into by a school's governing body or proposed governing body and a for-profit entity not dealing with each other at arm's length.

c) In relation to the operation of the school, does the governing body intend to enter into any prohibited arrangement?

☐ Yes

☒ No

Note: A **prohibited arrangement** is a contract or arrangement entered into by a school's governing body or proposed governing body and a for-profit entity not dealing with each other at arm's length.

d) Currently, is there a direct or indirect connection between the governing body and any for-profit entity?

☒ Yes

☐ No

If Yes, attach a statement explaining how the governing body is ensuring that there are no connections between it and any for-profit entity

that could reasonably be expected to compromise its independence when making financial decisions.

e) With the introduction of the new type of education, will there be a direct or indirect connection between the governing body and any for-profit entity?

☐ Yes

☒ No

If Yes, attach a statement explaining how the governing body intends to ensure that there will be no connections between it and any for-profit entity that could reasonably be expected to compromise its independence when making financial decisions.

3. Details of governing body

Attach the following:

a) a copy of the constitution or like document of the governing body and the rules under which it operates;

b) documentation showing the corporate structure of the governing body, including details of related entities and the relationships between these entities;

c) documentation showing the current membership of the governing body e.g. Australian Securities & Investments Commission Company Extract;

d) a copy of the positive notice (blue card) or positive exemption notice (exemption card) issued by the Commissioner for Children and Young People and Child Guardian for each director or member of the executive management group of the governing body; and

e) a copy of the policy used by the governing body for identifying, declaring and dealing with any conflicts of interest or potential conflicts of interest a director or member of the executive management group of the governing body may have in regard to the operation of the school.

4. Offences

a) Has any director or member of the executive management group of the governing body been convicted of an indictable offence?

☐ Yes

☒ No

If Yes, attach details.

b) Has the governing body been convicted of an offence?

☐ Yes

☒ No

If Yes, attach details.

PART 2 NEW TYPE OF EDUCATION DETAILS

5. Type of education

Tick to indicate the new type of education for which accreditation is being sought.

- ☐ Primary education
☒ Secondary education
☐ Special education

6. Location of new type of education

Provide details of the location of the new type of education. If the new type of education will operate on more than one site, please complete Appendix 1 for each site other than the one indicated below.

Street address

| | |
|-------------------|---------------|
| 12 Charles Street | |
| Cooktown | |
| | |
| | Postcode 4895 |

Real property description of site

| | |
|---------|----------|
| Lot no. | Plan no. |
| 27 | C17945 |
| | |

Current land use zoning

| |
|---------------------------|
| Educational Establishment |
|---------------------------|

Is this site the same site at which the school's other types of education are provided?

- ☒ Yes
☐ No

If No, provide details of the parent site of the school:

Street address

| | |
|--|----------|
| | |
| | |
| | |
| | Postcode |

Real property description of site

| | |
|---------|----------|
| Lot no. | Plan no. |
| | |
| | |

7. Student-intake profile

Indicate the proposed student-intake days for each level of schooling in the new type of education and tick the boxes relevant to this application.

Preparatory Year to Year 7

| Yr | Student-intake day | Sex of students | Delivery mode* | Boarding students |
|----|--------------------|---|---|---|
| PY | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 1 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 2 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 3 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 4 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 5 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 6 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 7 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |

* Delivery mode may be classroom (c) or distance education (d) or both.

Years 8-12

| Yr | Student-intake day | Sex of students | Delivery mode* | Boarding students |
|----|--------------------|---|---|---|
| 8 | 28/1/14 | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 9 | Term 1/15 | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 10 | Term 1/16 | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 11 | Term 1/17 | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 12 | Term 1/18 | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |

* Delivery mode may be classroom (c) or distance education (d) or both.

PART 2 NEW TYPE OF EDUCATION DETAILS

Special Education (Special Schools only)

| Education Levels | Student-intake day | Sex of students | Boarding students |
|------------------|--------------------|---|---|
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |

8. Statement of philosophy and aims

Attach a statement of the philosophy and aims of the new type of education.

9. Curriculum model

Tick the appropriate box or boxes to indicate the curriculum model/syllabus framework on which the educational program for the new type of education will be based.

☒ Queensland Studies Authority

☐ Other

If Other, attach details to show that the use of other syllabus frameworks or course materials will enable students to achieve standards of learning at least comparable to Queensland standards of learning.

10. Educational program, student welfare and school improvement processes and distance education delivery standard

To be accredited for a new type of education, a school must have the following within the provisional accreditation period:

- a written educational program;
- written processes about students with disabilities;
- written processes about the health and safety of students and staff;
- written processes about the appropriate conduct of staff and students;
- a demonstrable systematic approach about school improvement processes; and
- if applicable, a written standard of service for delivering distance education.

Attach statements indicating that the governing body will comply with these requirements within the provisional accreditation period and provide outlines of how this will be achieved.

11. Flexible arrangements

The governing body or an authorised staff member of a non-State school may approve arrangements for a student of compulsory school age or in the compulsory participation phase instead of the student participating in the school's educational program in the usual way.

Attach a statement indicating that the governing body will comply with the requirements for these flexible arrangements as set out in legislation.

12. Staffing

Attach the following as they relate to the new type of education:

- a table showing the projected number of full-time equivalent registered teachers to be employed by year level and/or teaching area; and
- a table showing the proposed number of full-time equivalent non-teaching staff to be employed and their key responsibilities.

13. Land and buildings

Attach the following for each site as it relates to the new type of education:

- preliminary site plan for the location indicated in Item 6;
- documents demonstrating that the governing body will own the site or will obtain a legal right to occupy the site, if accreditation is granted; and
- timeline for seeking zoning and other land-use consent and necessary approvals by the appropriate local government authority or authorities.

14. Educational facilities and materials

Attach a description of the school's educational facilities and materials that support the effective delivery of the proposed new type of education at each site.

PART 2 NEW TYPE OF EDUCATION DETAILS

15. Financial viability

Does the financial viability of the proposed school depend on access to State and Commonwealth Government funding?

☒ Yes

☐ No

Attach a statement or certificate from a qualified person verifying that the school has access to adequate financial resources for the viable operation of the proposed new type of education.

Is permission given for the Board to liaise with the person to obtain clarification or further information, if required?

☒ Yes

☐ No

Provide details of the qualified person who has prepared the financial viability statement or certificate.

End of application for accreditation.

Please proceed to Part 3 if you wish to apply for eligibility for government funding.

PART 3 FUNDING APPLICATION DETAILS

16. Funding eligibility

Is funding eligibility sought for all aspects of the new type of education?

☒ Yes

☐ No

If No, identify the aspects for which funding is not being sought:

17. Catchment area

The catchment area is defined in the Accreditation Act as the geographical area in which at least 80 per cent of the school's students reside or are likely to reside.

Attach the following as they relate to the proposed type of education for which funding is being sought:

- a) a description and map/s of the modified catchment area of the school with the catchment boundary and Statistical Local Area (SLA) and/or the Census Collector District (CD) codes clearly marked on the map/s;
- b) a statement of supportive argument for both:
 - the selection of the SLAs/CDs included in the catchment area; and
 - the exclusion of the SLAs/CDs that are adjacent to the catchment area boundary;
- c) for both the first and fifth year of operation of the proposed type of education, a list of the SLAs/CDs that comprise the catchment area ranked by magnitude of prospective student enrolments by percentage and numbers;
- d) a list of the SLAs/CDs that comprise the catchment area ranked by proximity to the school; and
- e) the catchment area map showing:
 - the site of the school; and
 - the names and locations of all existing schools, both non-State and State.

18. Educational choice

Attach a statement explaining any new element/s of choice the new type of education will provide in the catchment area. The statement should explain the features that are not currently available in existing schools, for example:

- a) the school's philosophical or religious foundations;
- b) the educational program and mode of delivery;
- c) the student welfare and pastoral care provisions; and/or
- d) any other factors.

The Funding Committee's consideration of the educational choice criterion may include matters other than those noted above.

19. Anticipated enrolments

In relation to the new type education for which funding is being sought, attach a table of the anticipated enrolments by year level or age for the five years from the initial student-intake day. Indicate the number of any intended overseas students separately.

20. Minimum enrolments

If necessary, attach an explanation for periods when the minimum enrolment requirements for the new type of education are not likely to be met.

21. Projected population of school-age students

Attach the following:

- a) a table showing data on the projected population of school-age students in the catchment area by relevant age or year level cohort for the first and fifth years of operation; and
- b) details of the source/s of the projected population data (for example Australian Bureau of Statistics, Demography and Planning area of the Office of Economic and Statistical Research, or other independent and authoritative sources).

22. Anticipated share of cohort

In relation to the new type of education for which funding is being sought, attach supporting argument for the share of the total cohort of school-age students in the catchment area, by age or year level, that is claimed as the anticipated enrolment.

PART 3 FUNDING APPLICATION DETAILS

23. Public notification

Attach the following as it relates to the new type of education for which funding is being sought:

- a) a statement on how the public notification requirements will be met;
- b) a copy of the public notice to be published; and
- c) a list of people, with their addresses, to whom the notice will be given.

24. Impact on other schools *(Optional)*

Attach a statement on the likely impact of the new type of education over the next five years on existing schools in the catchment area. The statement would address impact on existing schools in terms of:

- a) changes to their enrolments;
- b) changes to their curriculum offerings;
- c) their future viability; and
- d) positive effects.

25. Unfilled enrolment capacity *(Optional)*

Attach a statement that comments on the current demand for student places in the proposed new type of education and the likely effect of this new type of education on the overall unfilled enrolment capacity of other schools in the catchment area.

Declaration

The person authorised by the incorporated governing body to act on its behalf, eg the chairperson or secretary, is to sign the declaration and provide the contact details requested below.

I, (print full name here)

John Charles Lyndon

of (print full address here)

declare that the information provided in and attached to this Application is, to the best of my knowledge, true and correct.

Signature of declarant

Date

19 March 2013

Contact details

Postal Address

PO Box 147

Postcode

Kingston

4114

Business telephone

07 3827 6571

After hours telephone

Mobile

Fax

07 3827 6533

Email address

ccmoffice@ccmschools.edu.au

APPENDIX 1

To be completed for each additional site when a new type of education will operate on more than one site

1. Location of site

The new type of education is regarded as operating on more than one site if one or more of the blocks of land on which it is located are physically separate.

Street address

| | |
|--|----------|
| | |
| | |
| | |
| | Postcode |

Real property description site

| Lot no. | Plan no. |
|---------|----------|
| | |
| | |

Current land use zoning

| |
|--|
| |
|--|

2. Student-intake profile for site

Indicate the proposed student-intake days for each level of schooling in the new type of education and tick the boxes relevant to this application.

Preparatory Year to Year 7

| Yr | Student-intake day | Sex of students | Delivery mode* | Boarding students |
|----|--------------------|---|---|---|
| PY | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 1 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 2 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 3 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 4 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 5 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 6 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 7 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |

Years 8-12

| Yr | Student-intake day | Sex of students | Delivery mode* | Boarding students |
|----|--------------------|---|---|---|
| 8 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 9 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 10 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 11 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |
| 12 | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> c <input type="checkbox"/> d | <input type="checkbox"/> f <input type="checkbox"/> m |

* Delivery mode may be classroom (c) or distance education (d) or both

Special Education (Special Schools only)

| Education Levels | Student-intake day | Sex of students | Boarding students |
|------------------|--------------------|---|---|
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |
| | ___/___/___ | <input type="checkbox"/> f <input type="checkbox"/> m | <input type="checkbox"/> f <input type="checkbox"/> m |

3. Land and buildings

Attach the following as it relates to the new type of education at this site:

- a) preliminary site plan/s for the location indicated above;
- b) documents demonstrating that the governing body will own the site or will obtain a legal right to occupy the site, if accreditation is granted; and
- c) timelines for seeking zoning and other land-use consent and necessary approvals by the appropriate local government authorities.

Part 1 – APPLICANT DETAILS

Supporting Material for
Question 2 (d) and (e)

Christian Community Ministries Ltd (CCM) is the member company of Christian Community Development Ltd (CCD).

CCM is a not-for-profit company which is the governing body of its schools.

CCD is a for-profit company set up primarily to undertake the large amount of development work which CCM requires in its schools.

Each company is administered by a separate board of directors, each with their own board chairperson. In this way, the financial decision-making processes of CCD are at arm's length from each other. The independence of financial decision-making by the governing body of CCM is therefore not compromised by the work of CCD.

The work done by CCD for CCM Schools is not anything other than what non-state schools already have choice over when it comes to capital development processes. This includes choice of architect, town planning and consultancy services. Funded building projects are done through the normal tender processes outlined by BGA.

The end result of this process is that the extremely competitive rates of CCD allow us to pay less of our government recurrent funding for the development phase of a building project than we otherwise would; a saving for both the State and Commonwealth governments.

Supporting Material for
Question 3 (a)

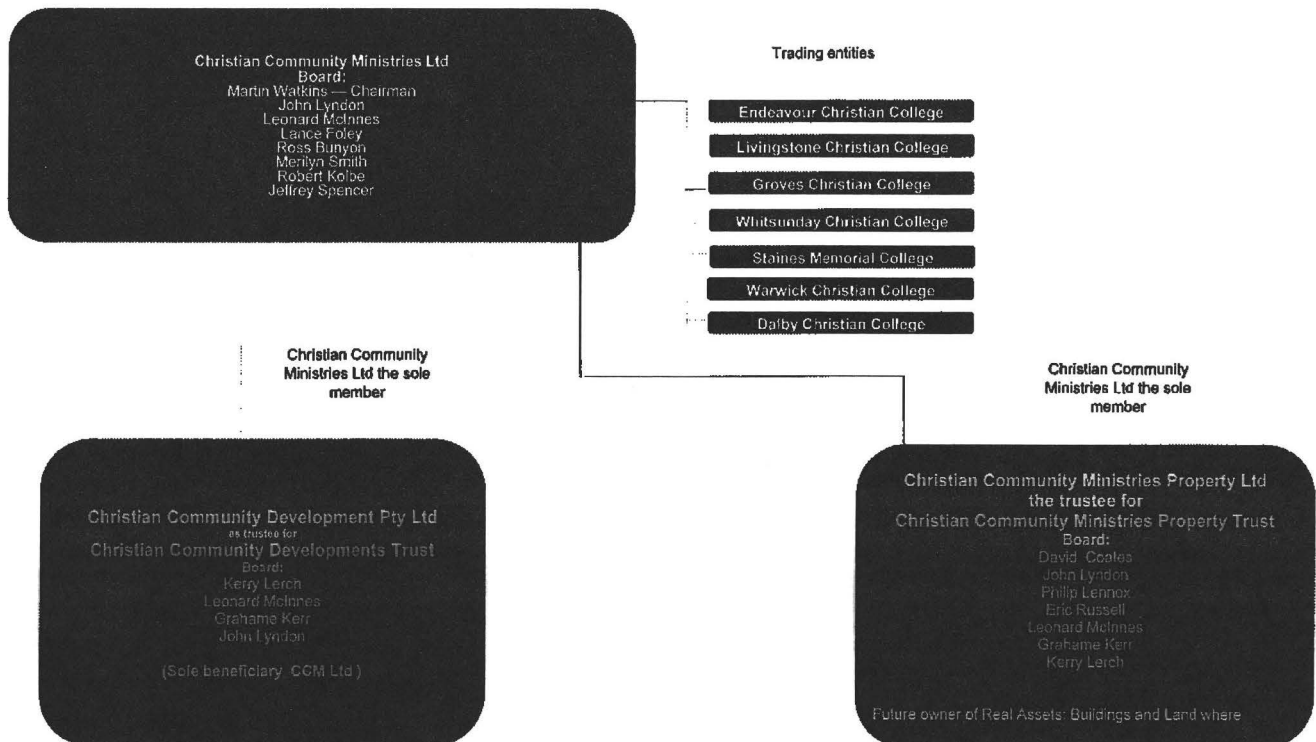
Details of Governing Body

See attached governing body Constitution.

Pages 23 through 36 redacted for the following reasons:

Supporting Material for
Question 3 (b)

**Corporate Structure of Christian Community Ministries Ltd,
The governing body of Endeavour Christian College.**



Christian Community Ministries Ltd is a not-for-profit company which is the governing body of Endeavour Christian College. Endeavour Christian College operates as a trading name of Christian Community Ministries.

Supporting Material for
Question 3 (c)

Details of Governing Body

See attached Australian Securities & Investments Commission Company Extract.

Pages 39 through 42 redacted for the following reasons:

Supporting Material for
Question 3 (e)

Details of Governing Body

See attached governing body Conflict of Interest Policy and Appendices.

Conflict of Interest Policy

Christian Community Ministries Ltd

1. A conflict of interest for a board member involves situations in which the member's private interests may be incompatible or in conflict with his/her school board responsibilities.
2. A conflict of interest may be:
 - a. **Actual:** When a member has a private interest that is sufficiently connected to his/her duties and responsibilities as a board member that it influences the exercise of these duties and responsibilities.
 - b. **Perceived:** When reasonable well-informed persons could reasonably perceive that a member has a conflict of interest, even where, in fact, there is no real conflict of interest.
 - c. **Potential:** When a member has a private interest, which could affect his/her decision about matters proposed for discussion.
3. Members must declare to the board Chairman, a conflict of interest in matters that they, members of their families, or business entities, in which they may have an interest, stand to benefit either directly or indirectly by decisions of the board.
4. A member who identifies a conflict of interest and has declared that conflict of interest to the Chairman prior to the beginning of any discussion of the matter, must:
 - a. Publicly (in the meeting) state the conflict of interest, explain the general nature of the interest and have the declaration recorded in the minutes of the meeting of the board;
 - b. Not vote on the matter under discussion;
 - c. If requested, leave the meeting room when the board is discussing the matter and have this fact recorded in the minutes; and
 - d. Not discuss the matter with other members or attempt to influence their vote.
5. A member must not accept favours or economic benefits from any individuals, organisations or entities known to be seeking business contracts with the school.
6. A member must abide by the Code of Ethics for board members (Appendix 1) by annually completing and signing a statement of affirmation (Appendix 2).

7. To comply with the provisions of the *Education (Accreditation of Non-State Schools) Act 2001*, as amended, the governing body of the school must ensure that:
- a. The governing body of the school has not entered into a contract or arrangement with a for-profit entity, that is not at arm's length from the school's legal entity;
 - b. There is no direct or indirect connection between the governing body and a for-profit entity that could reasonably be expected to compromise the independence of the governing body, when it is making financial decisions; and
 - c. The governing body has in place guiding principles and procedures for identifying, declaring and dealing with any conflict of interest a member of the governing body may have relating to an aspect of the operating of the school.
8. These assurances should be attested to in the form of an annual Chairman's declaration (Appendix 3).

Code of Ethics Policy

Christian Community Ministries Ltd

A member shall:

- Consider the best interest of all students, parents and staff of the school;
- Be guided by the school's mission statement;
- Act within the limits of the roles and responsibilities of a school board, as identified by the constitution of the governing body of the school;
- Become familiar with the school's policies and operating practices and act in accordance with them;
- Maintain the highest standards of integrity;
- Recognise and respect the personal integrity of each member of the school community;
- Treat all other members with respect and allow for diverse opinions to be shared without interruption;
- Encourage a God-honouring environment in which individual contributions are encouraged and valued;
- Acknowledge democratic principals and accept the consensus of the board;
- Respect the confidential nature of some school business and respect limitations this may place on the operation of the school board;
- Not disclose confidential information;
- Limit discussions to school board meetings to matters of concern to the school community as a whole;
- Use established communication channels when questions or concerns arise;
- Promote high standards of ethical and godly practice within the school community;
- Declare any conflict of interest;
- Not accept any payment or benefit financially through school board involvement; and
- Seek to bring glory and honour to the name of God the Father, Jesus Christ who is God the Son, and to God, the Holy Spirit, in all of the operations of the board.

Annual Statement of Affirmation

Christian Community Ministries Ltd

Year: _____

Board Member's Name: _____

The undersigned acknowledges receipt of a copy of the Christian Community Ministries Ltd conflict of interest policy and the code of ethics policy for school board members.

By my signature below, I acknowledge my agreement with the spirit and intent of these documents, and I agree to report to the board Chairman any possible conflicts of interest that may develop during the coming calendar year.

☐ I am not aware of any existing conflicts of interest.

OR

☐ I have a conflict of interest in the following areas:

Signed: _____

Date: _____

Annual Statement of Affirmation by Chairman

Christian Community Ministries Ltd

Name: _____

Position on governing body: _____

On behalf of the governing body of Christian Community Ministries Ltd, I attest that:

1. Christian Community Ministries Ltd is operated on a not-for-profit basis.
2. The governing body of Christian Community Ministries has not entered into a contract or arrangement with a for-profit entity that is not at arm's length from the school's legal entity.
3. There is not a direct or indirect connection between the governing body of Christian Community Ministries Ltd and a for-profit entity that could be reasonably be expected to compromise the independence of the governing body, when it is making financial decisions.
4. The governing body has in place guiding principles and procedures of identifying, declaring and dealing with any conflict of interest a director of the governing body may have relating to an aspect of the operating of the school.

This statement was authorised at a meeting of the governing body held on _____.

Signed: _____

Date: _____

Part 2 – NEW TYPE OF EDUCATION

Supporting Material for
Question 6

The land zoning of the current College is "Educational Establishment".

ENDEAVOUR CHRISTIAN COLLEGE STATEMENT OF PHILOSOPHY AND AIMS

Motto of the College

All things through Christ

Purpose

Endeavour Christian College exists to give children and young people a rich and satisfying life full of promise, purpose and hope.

We exist to enact Jesus' purpose (John 10:10), "My purpose is to give people a rich and satisfying life." In doing so, we strive to shape young men and women of character who are eager to live an adventurous life as they meet life's challenges using their God given gifts and talents to lead and serve others in truth and grace. We do this by;

- achieving high academic and social standards,
- providing quality independent schooling within a Christian atmosphere of love, respect, peace and discipline,
- establishing positive teacher-student working relationships,
- valuing student ability and personal effort

Philosophy of the College

Education, the collective life-long process of teaching and learning that leads to the spiritual, intellectual, physical, social, ethical, aesthetic and emotional development of individuals is the essence of the College. Christ like character development of all College members is the prayerful hope of the College. Therefore, the provision of schooling where this happens is the ministry of the College.

Truth and Knowledge

Truth:

"Truth" [the real state of things] exists in God. Realities and standards [right or wrong] need to be measured in light of the ultimate authority who defines truth, God.

God has revealed Himself to us via The Living Word. Jesus is Truth personified. Jesus said, 'I am the way and the truth and the life. No one comes to the Father except through me.' (John 14:6). Revealed truth comes from seeking God by faithfully reading His Word (The Bible) under the illumination of the Holy Spirit. Revealed truth leads people into a knowledge-relationship with Jesus

that God has commanded all to enter into. This knowledge-relationship develops as people continue to faithfully read and experience living God's Word. Therefore, this developing knowledge-relationship with God permeates all knowledge endeavours.

God's Word provides instruction in the form of the Law, precepts, teachings, and wisdom. Moreover, the Bible (2 Timothy 3:16-17) states, "All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, so the person of God may be thoroughly equipped for every good work." Therefore, the Bible provides both direct teaching and principles for life.

Observable and Relative truth: The Bible is chiefly an account of how God has worked with humans to bring about their salvation. It is a faith encounter text. God's Word is the ultimate source of all revealed truth and contains knowledge regarding many aspects of human endeavour. God's creation also reveals truth about Him (Romans 1:18-20). Because humans are image bearers of their Creator, they continually seek to adopt and create knowledge that allows them to understand and appropriate the universe God has given them, and those observable truths that are contained in creation. However, since the 'Fall', humans have had to work hard to achieve and Sin continues to impede human development. When there is no direct Biblical instruction, humans apply Biblical principle as they discover relative truth through their experience or interaction with creation. Refined human experience: scientific, mathematical, ethnographical, etc.; produces observable and relative knowledge which is influenced by context, socio-political influences, ideologies, and worldviews (etc.). It is therefore 'theory' rather than truth; it is subject to change and needs to be taught critically.

Knowledge:

The paradigm of knowing that we advance is relational. Knowing God we believe means knowing God as a person, not just knowing about Him. Knowing is an action between the learner and the known. Further, knowledge not related to action lacks authenticity. Like faith without works, knowledge without action is dead. Humans are dependent on God and responsible to Him for the way they develop and use knowledge.

We understand the spiritual as interrelated to the other domains of development. Humans are a single unity, not a pure soul connected to corrupted body.

New knowledge is developed through the relationship to existing knowledge, horizontally and vertically, that is, everyday concepts relate to each other and to higher order concepts. [At times old concepts need to be forsaken in the process]. This happens within and between people. In most cases culture (all things known by a community) is passed from one generation to the next through a process of sharing and ultimately the appropriation and internalisation of the knowledge by the next generation. This does not equate to a simple transfer model of teaching. Instead it alludes to the meaning of education, that is, 'educare' to bring up and 'educere' to lead out from.

The Origin, Reality and Ownership of the Universe

Scripture reveals that God created the universe. "In the beginning God created the heavens and the earth." (Genesis 1:1). He made it for His own purpose and He sustains it. God alone is eternally self-existent, whereas His creation is finite. His creation is dependent on Him. Humans are not "gods", but rather humanity universally is "all in God." "For in Him [God] we live and move and have our being..." (Acts 17:28). God is ultimate reality.

Values

Ethics:

The only valid source of ethics is God Himself, as revealed to us through His Son Jesus and the written Word. Great passages of Scripture outline the moral code for humans including the direct teaching of our Lord Jesus Christ. We value:

- **Love:** Love God with all your heart, soul, strength and mind; and love your neighbour as yourself: remember without love actions lack authenticity.
- **Truth:** Be a person of integrity. Strive to seek the Truth and act in just ways as you work hard to be honest in your own words and deeds. Speak up for the poor and needy.
- **Grace:** Be a person of compassion, quick to forgive. Work hard to ensure others are cared for, that others have a fair go, so that individuals and the commonwealth of all are advanced via the good works God has called you to do.
- **Liberty:** Allow others to make their own choices. Be aware of cultural differences. Respect that each person is responsible for their actions. Resolve differences in constructive, non-violent and peaceful ways. Contribute to society and to civic life.
- **Honour:** Honour God, honour your parents, honour those who serve you, honour the elderly, the weak and marginalised. In doing so you will honour yourself. Honour before honours.
- **Passion:** Do your best. Strive to develop and use your God given gifts and talents to lead and serve others in truth and grace. Seek to accomplish something worthy and admirable, try hard, and pursue your passion.

Aesthetics: The standard for the beautiful is found in the mind of God as reflected in His pristine creation and spiritually in His holiness. Beauty is manifold and can be found in the diversity of life. For example, beauty can be found in the symmetry of design and in the seemingly randomness of an evening cloud pattern. We value the inward beauty often forgotten in our image-focused media culture. Outwardly we acknowledge the value of neatness, grooming and order in the school environment, staff and students.

Final Causes

We live in the providence of God. We dismiss the ideas that the universe is simply a machine, or that humans generate the chief purpose in life. God has a purpose in history. Bring Glory to and through Jesus, His Son, He is reconciling a people to Himself, and redeeming His creation. Jesus will return.

Working towards statement

In the Christian faith, sanctification is the important process, whereby those who believe and live in Christ are transformed (or renewed) towards the holiness of Christ by the Holy Spirit. Change occurs at different rates, at different times and in different ways for different people. A common thread in the process at a human level is the need to daily desire to live more like Jesus in response to God's Grace.

At the College we have a diverse student population. We acknowledge that the children and young people in our care come to school with a wide range of character development levels. We desire all

students to be working towards improving themselves in all aspects of development and towards high standards in all they undertake. Helping children via truth with grace we aim to help them understand reconciliation and respect for human dignity.

Children –Young People – Students (The Learner)

Our children are image bearing (that is, made uniquely in God's image by God) spiritual beings that possess eternal souls. They are of great worth to God. Jesus said, "Let the little children come to me and do not hinder them, for the kingdom of heaven belongs to such as these" (Matthew 19:14). "And Jesus grew in wisdom and stature, and in favour with God and men" (Luke 2:52). In this verse, wisdom includes both moral and intellectual development. Stature has to do with physical growth and development. The phrase 'in favour with God' has to do with spiritual development. 'In favour with men' has to do with social development. Therefore, children need opportunities to have all domains developed.

Ultimately we seek to help build a child's Character (which is all that God desires us to be, as we work towards our potential using the sum of our abilities to deal with life as God designed us). In doing so we help children to develop the following character traits as outlined by Cloud and Townsend (1999) in their book 'Raising Great Kids', Parenting with Grace and Truth.

- **Connectedness:** Attachment to God and others is the source of all good things. Children need to learn to need, trust, depend, and have empathy for others.
- **Responsibility:** Often children start school believing their life is the problem of others. By the time they enter school they need to be taking increased ownership over their own life, including the responsibility for their choices. This helps them to gradually experience greater degrees of freedom and self-control.
- **Reality:** The ability to deal with the real world (an imperfect world because of sin). For example, that others have rights and that people will sometimes let others down, be unfaithful, cause hurt, etc.
- **Competence:** Children need to develop God given gifts and talents, plus develop in all areas including everyday matters, such as decision making, judgement, and work ethics.
- **Morality/Conscience:** Children need to develop an internal sense of right and wrong.
- **Worship:** Children need to learn that God loves them and is in charge of life. They also need to learn to seek a relationship with God of their own.

We value the contribution children can make to the teaching and learning process. Children are not empty vessels waiting to be filled, but have already formed concepts and skills through their early years. Children are responsible for and have ownership of their actions (behaviour and learning). We encourage all students to think about all aspects of their development and speak with teachers about their progress.

The care and safety of children is fundamental to our ministry, particularly those at the College.

Staff

All members of the staff have an important Christian ministry contribution to make towards the ministry of the College. Everyone has a responsibility to ensure the safety and wellbeing of the students. To ensure all students have the right to learn in a safe and fair environment. All staff must

meet the requirements of government sponsored initiatives in terms of child safety.

Likewise, staff members have the right to work in a safe and fair environment. Staff members are responsible for their actions. As a learning community the development of staff in terms of their vocation is an important component of the care the College has for its staff.

All permanent staff members need to be Christians who are:

- For the children/students
- Supportive and willing to conduct themselves (work and personal life) according to aspirations and teachings of the College
- Collegial in approach, competent in their vocation and committed to self-improvement, including the appraisal process
- Service orientated, willing to personalise/own and build the reputation/brand name of the College
- Fruitful, efficiency minded, good stewards of College time/money/assets

Teaching staff: Jesus of Nazareth is the Master Teacher. He is the perfect model-servant-leader teacher. Teachers need to strive to be like Jesus and teach by precept and example. Teachers have the right to teach. Teachers need to smile a great deal as they enjoy the diverse personalities and situations that exist in the vocation they have been called to.

Curriculum

Curriculum includes both the formal curriculum and the informal or hidden curriculum (the entire learning environment). The Bible (the Word of God) serves as the ultimate criterion for curriculum. Curriculum should be relevant and authentic. It should connect to the temporal while containing eternal truths. It should draw on the everyday to better explain the higher order concepts. It should be inclusive through acknowledging and valuing uniqueness and differences in gender, cultural background, family circumstance and disability. It should be negotiable within the constraints of national and state requirements.

The College desires all students engage in a balanced program in line with Government requirements.

The formal curriculum should be permeated with the skills and processes that develop literacy, numeracy, life-skills, and critical thinking. The curriculum at the College should promote to students a Christian Worldview (including social-justice in the light of the Gospel) and a need and desire to be life-long learners.

The curriculum process needs to be continually under review to ensure it is serving the needs of the children.

Teaching-Learning Method

The nexus between the teacher, learner and the knowledge being created in constructive contexts is at the heart of the teaching-learning experience. We strive to advance student learning outcomes by meeting learning needs and styles.

The College acknowledges the need for teachers to model thinking processes and to develop joint knowledge opportunities as children appropriate new concepts (e.g. master-apprentice models).

Effective teachers draw on a range of teaching styles to foster and support a spirit of inquiry.

These ideals also apply to students who are able to help their peers in developing new concepts by sharing their thinking.

Discipline

The development of discipline [self-control and personal responsibility to respect and uphold the rights of others] is a crucial aspect of character development. The teaching and learning process involved in discipline needs to emphasise and provide suitable challenges, initiatives and models for students to follow. Discipline increases positive learning opportunities, enhances co-operative and individual learning, and creates a safe, orderly, caring and supportive school environment. Families and teachers can support students in the process, thereby, strengthening them to authentic adulthood and liberty.

Core principles:

- Students are responsible for their behaviour: some need help to accept this reality.
- Truth integrated with Grace over time
- Justice and reconciliation, with explicit respect for human dignity and a focus on the use of models of redemption and restitution
- The development of a system of rights, responsibilities and logical consequences for responsible and irresponsible behaviour in an atmosphere of love, hope, joy, compassion, empathy and faith.
- The fostering of negotiable consequences, where appropriate, between students, staff and families.
- The understanding of non-negotiable consequences where required.
- The integration of social responsibilities underpinned by Gospel values taught across the curriculum and modelled by staff.
- The establishing, developing and managing of environments (routines) in which students learn to respect rights and fulfil responsibilities.
- Systems that aspire to the Gospel values and provide life-long models that solve problems, rather than promote aggression and violence as solutions to behavioural difficulties and personal conflict.

Aims of the College

Core Ministry Aims of the College

- To be a Christ centred, Bible based, prayerful, learning community that has at its core a ministry of presenting a Biblical worldview that worships God as Sovereign Ruler of all things and Christ, His Son as Saviour and Lord, through the power of the Holy Spirit.
- To have educational, supportive, organisational, financial and administrative practices and programs which are in harmony with the revealed truth of the Bible, and fulfil government and community educational requirements consistent with this truth. In doing so, work in partnership with families by supporting them in their role of raising their children in the ways of the Lord and life through instruction and discipline. In the process foster worthwhile home-school relationships of open communication and co-operation that encourages support and appropriate participation of families in the ministry of the College.
- To promote an educational environment which encourages and challenges students – who are valued as God’s image bearers – to do their best in all facets of life by learning the ways of God and responding to His Gospel in love, obedience and service, appropriate for their age and experience. Including the explicit explanation of the Gospel in terms of the need for everyone to gain personal salvation through the work of Jesus Christ. Further, to help and encourage students to understand the challenges, responsibilities and blessings of living as a Disciple of Christ.
- To provide quality educational programs that address the Character building aspects of the children including the spiritual, intellectual, physical, social, ethical, aesthetic and emotional needs of the students so they may develop and use their God-given talents with courage, wisdom and love in service of God, people and the whole of creation. Thereby encouraging our students to actively enact Christ’s love in their life and context until His return.
- To resource and develop a dedicated Christian staff for the College who are committed to the Mission of the College. Who - through their vocational skills, spiritual gifts, love and faith in God - influence and encourage students and the wider college community in the ways of God.
- To encourage members of the College community to be regular participants in the Churches they attend.
- To co-operate with other Christian organisations, including Churches and other Christian schools in order that God’s Kingdom may be advanced.

And through these core ministry aims fulfil the College’s desire to achieve the best for its students as stated by the Melbourne Declaration on Educational Goals for Young Australians December 2008.

Statement of Faith

The College does promote a broad Christian faith. Beliefs, doctrines and practices contrary to the Statement of Faith will not be allowed within the College. We focus on the main faith statements that unite Christians. The College's ethos is based on the following statements of faith:

- **BIBLE:** The Bible is the inspired word of God and is the sole authority in all matters of Christian faith and practice.
- **GOD:** God is a Trinity of Persons, Father, Son and Holy Spirit, and is eternal, infinite, loving, wise and sovereign (i.e. in control).
- **HUMANS:** God created humans in His own image and likeness. Humans failed to obey God. This resulted in sin entering into the human race, separating people from God. In their fallen state, humans are not able to save themselves and remain in this state under Satan's rule until receiving spiritual life through Christ. All people will experience bodily resurrection, judgement and eternity in heaven or hell. **SALVATION:** God, in grace, made it possible for people to be brought back to Himself, by sending His Son, Jesus Christ, into the world. Born of the Virgin Mary, through the power of the Holy Spirit, He was sinless in every respect. By His death and resurrection, He is able to save all who come to Him in humble repentance and accept Him by faith.
- **THE CHURCH:** The Church is the company of all true believers, formed by the Holy Spirit into one body, of which Christ is the Head.
- **THE LOCAL CHURCH:** There are local expressions of this body termed local churches. The ideal is that they all come together on the common ground of faith in Christ for praise, prayer, worship and witness.
- **SECOND COMING:** The Lord Jesus Christ will return as Lord, King and Judge.
- **THE HOLY SPIRIT:** The Holy Spirit comes to live in every believer from the moment of salvation. The filling of the Holy Spirit is the result of living in devotion and obedience. The Holy Spirit's influence is to produce Christ like character.

Responses related to

Question 10

Educational Program, student welfare and school improvement processes

During the provisional accreditation period, the governing authority agrees to have the following in relation to Secondary Schooling:

1. A written educational program.
2. Written processes about students with disabilities.
3. Written processes about the health and safety of students and staff.
4. Written processes about the appropriate conduct of staff and students.
5. A demonstrable systematic approach about school improvement processes.

Given that Endeavour Christian College is already an operating college, these documents already exist in relation to Primary education. Endeavour Christian College is already part of the wider CCM (Christian Community Ministries) network of schools. From this point of view, educational programs and support are readily available through the network of Colleges run by the Governing Body.

At Endeavour Christian College we intend to offer a course which will enable students to move into both University-bound and Vocational-bound post-school pathways.

We intend to run programs which are compliant with QSA and National Curriculum goals. We will not be running an ACE program.

Responses related to

Question 11

Flexible Arrangements

The governing body will comply with the requirements of relevant flexible arrangements as set out in legislation if/when they become necessary.

Responses related to

Question 12

Staffing

Endeavour Christian College is already operating and employs teachers and non-teachers. The following information relates only to teachers and non-teachers as they relate to the new type of education (secondary).

The number of FTE Teachers to be employed upon commencement of each year of secondary education is expected to be:

| | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 |
|------|--------|--------|---------|---------|---------|
| 2014 | 1 | 0 | 0 | 0 | 0 |
| 2015 | 1 | 1 | 0 | 0 | 0 |
| 2016 | 1 | 1 | 1 | 0 | 0 |
| 2017 | 1 | 1 | 1 | 2 | 0 |
| 2018 | 1 | 1 | 1 | 2 | 2 |

The number of FTE non-Teachers expected to be working in secondary school by year following 2014 commencement s:

| | |
|------|--|
| 2014 | 0.2 General Administration |
| 2015 | 0.2 General Administration 0.2 Special Needs Teacher Aide |
| 2016 | 0.5 General Administration 0.4 Special Needs Teacher Aide |
| 2017 | 0.8 General Administration 0.8 Special Needs Teacher Aide |
| 2018 | 1 General Administration 1 Special Needs Teacher Aide |

Other non-teaching staff (e.g. Grounds staff) are not expected to change initially with the addition of secondary education.

Endeavour Christian College already employs the following staff numbers in its Primary School.

| | |
|--------------|---------|
| Teachers | 5.0 FTE |
| Non-Teachers | 2.0 FTE |

Question 13

[illegible]

Educational Facilities and Materials

We expect to provide facilities which will cater for the range of KLAs being offered in the Secondary School.

In addition to this, our facilities and materials will include:

1. Textbooks provided through a hire scheme to students.
2. Library services to all year levels.
3. Online Internet access to professionally package educational material.
4. Access to resource material through our Groves School of Distance Education.
5. Timetabling arrangements which will cater for the needs of our program.
6. Online and traditional communication tools for communicating with students and teachers.
7. Copying and print services appropriate to the level of need of staff and students.
8. Computer access for students to support the teaching program.
9. Reporting processes which will enable us to report to parents and the community.
10. Partnerships with other local providers to enable us to use facilities available in the community for sporting events, etc.

Supporting Material for
Question 15

Financial Viability

See attached a statement of our Financial Viability.

Page 65 redacted for the following reason:

Part 3 – FUNDING APPLICATION DETAILS

Question 17

Catchment Area

(a) Map and Description of Catchment Area

The catchment area for Endeavour Christian College is comprised of six Statistical Areas Level 1 (SA1s) within the Statistical Local Area (SLA) of Cook. These SA1s include:

- 3139607
- 3139617
- 3139618
- 3139619
- 3139620
- 3139623

The *Proposed Catchment Area for Endeavour Christian College* map visually identifies this catchment area.

(b) Statement Supporting Choice of Catchment

The SA1s that comprise the College's catchment area have been selected due to location and demography factors. The selected SA1s are located within a reasonable distance of the College and contain the majority of the residents for the area.

Conversely, the SA1s excluded from the catchment area (notably 3139608, 3139621 and 3139622), are not considered to be within a reasonable travelling distance to the College and do not possess a high number of residents.

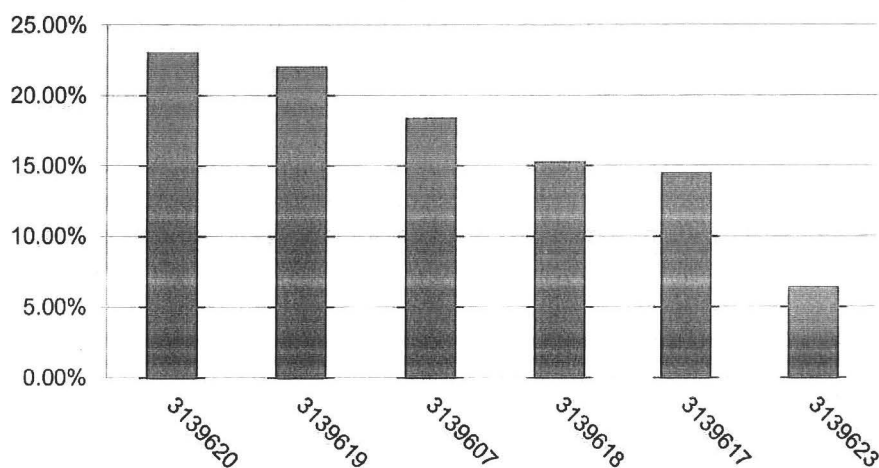
(c) SLAs Ranked by Prospective Enrolments for First and Fifth Year

The tables below identify the projected number of prospective students for the first (2014) and fifth (2018) year of the College's operation within the catchment area. These figures were determined by utilising population projections for each age group from 4 years to 18 years for 2014 – 2018 for the SLA of Cook (obtained from the OESR). These projections were then proportioned with the current populations of the relevant SA1s (obtained from 2011 Census data, ABS). Greater detail of the methodology used to generate these figures is provided in 21b.

| 2014 | | | |
|---------|-----------|--------------------------|------------------------------|
| SA1 | Age group | Projected No. of Persons | Percentage of Catchment Area |
| 3139620 | 4 - 18 | 89 | 23.12% |
| 3139619 | 4 - 18 | 85 | 22.08% |
| 3139607 | 4 - 18 | 71 | 18.44% |
| 3139618 | 4 - 18 | 59 | 15.32% |
| 3139617 | 4 - 18 | 56 | 14.55% |
| 3139623 | 4 - 18 | 25 | 6.49% |
| Total | 4 - 18 | 385 | 100% |

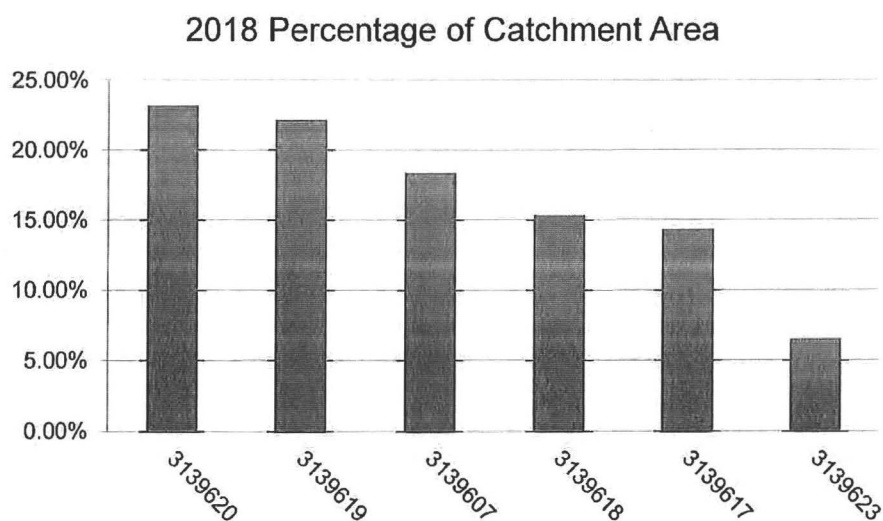
Source: Office of Economic and Statistical Research

2014 Percentage of Catchment Area



| 2018 | | | |
|---------|-----------|--------------------------|------------------------------|
| SA1 | Age group | Projected No. of Persons | Percentage of Catchment Area |
| 3139620 | 4 - 18 | 92 | 23.17% |
| 3139619 | 4 - 18 | 88 | 22.17% |
| 3139607 | 4 - 18 | 73 | 18.39% |
| 3139618 | 4 - 18 | 61 | 15.37% |
| 3139617 | 4 - 18 | 57 | 14.36% |
| 3139623 | 4 - 18 | 26 | 6.54% |
| Total | 4 - 18 | 397 | 100% |

Source: Office of Economic and Statistical Research



(d) SLA's By Proximity to School

When ranked by proximity to the College, the SA1s encompassing the catchment area is as follows:

1. 3139619
2. 3139620
3. 3139623
4. 3139618
5. 3139617
6. 3139607

(e) Map of Proposed Catchment Area

Located on the following page is the *Proposed Catchment Area for Endeavour Christian College* map, identifying the location of the College, the College's catchment area and the name and locations of all existing schools.

Response related to

Question 18

Educational Choice

Adding secondary education to Endeavour Christian College will create a choice in the Cooktown area which is not currently available. Many people are planning their future movements based on the availability of secondary schooling at Endeavour Christian College in 2014 and beyond. Choice of schooling will add value to the town and enable families to live longer in Cooktown.

Endeavour Christian College offers a low fee, non-denominational Christian Education to students. There are no other schools in the catchment area which offer this.

For this reason, we are not competing directly with any other schooling offering the same educational choice.

Pages 71 through 80 redacted for the following reasons:

Response related to
Question 19

Anticipated Enrolments

| | Year | | | | |
|--------------|-----------|-----------|-----------|-----------|-----------|
| Year Level | 2014 | 2015 | 2016 | 2017 | 2018 |
| Year 8 | 15 | 17 | 19 | 20 | 20 |
| Year 9 | 0 | 17 | 18 | 19 | 20 |
| Year 10 | 0 | 0 | 18 | 19 | 20 |
| Year 11 | 0 | 0 | 0 | 17 | 17 |
| Year 12 | 0 | 0 | 0 | 0 | 17 |
| TOTAL | 15 | 34 | 55 | 75 | 96 |
| | | | | | |

These numbers are based on current enrolments growing into the future. Once we run Secondary School we expect that the whole school will be more viable for families who are seeking a P-12 School for their children. For this reason, whilst we believe that Year 8 growth will increase (or Year 7 once it becomes part of high school), we also believe that other year levels will experience modest growth as well.

There is no intention to enroll overseas students.

Response related to
Question 20

Minimum Enrolments

While we hope to meet minimum enrolments, with such a small catchment area this cannot be guaranteed. In our view the critical consideration is the important provision of additional choice.

We have the benefit of the development of on-line learning and distance education availability within our cohort of schools which makes the provision of high quality educational choice in remote areas very attainable.

Response related to

Question 21

Projected Population of School-age Children

a) The following table identifies the projected population of school-age students within the catchment area for both the first (2014) and fifth (2018) year of the operation of the College.

| Age (years) | 2014 Projected No. of Persons | 2018 Projected No. of Persons |
|-------------|----------------------------------|----------------------------------|
| 5 | 29 | 28 |
| 6 | 33 | 30 |
| 7 | 33 | 31 |
| 8 | 28 | 30 |
| 9 | 28 | 30 |
| 10 | 24 | 33 |
| 11 | 26 | 33 |
| 12 | 30 | 30 |
| 13 | 27 | 26 |
| 14 | 25 | 24 |
| 15 | 19 | 17 |
| 16 | 18 | 20 |
| 17 | 22 | 24 |
| 18 | 23 | 24 |
| Total | 365 | 380 |

Source: *Office of Economic and Statistical Research*

b) In order to determine the catchment area and accurately calculate the number of prospective students, statistical data was gathered from both the Australian Bureau of Statistics (ABS) and the Office of Economic and Statistical Research (OESR) within the Queensland Treasury and Trade. 2011 Census data from the ABS was utilised to determine the SA1s which would comprise the catchment area and the overall population of these SA1s. The OESR then provided population projections for each age group from 4 years to 18 years for 2014 – 2018 for the SLA of Cook. Forecasting is not possible at an SA1 level due to the recent introduction of this category. As a result, the population forecasting provided for the catchment area is based upon the assumption that the SA1s within the catchment area will experience population growth at the same rate as the SLA of Cook. The OESR advised that this was a reasonable assumption.

Response related to

Question 22

Anticipated Share of Cohort

There is very strong community support for extending educational choice into secondary education at Endeavour Christian College.

While the pool of students to draw from is relatively small, there is good reason to expect an increase in the pool of students should ECC be granted accreditation and funding approval. It is fact that many families were leaving Cooktown when their children became of school age because of the lack of educational choice. Now that choice is available, families are availing themselves of that choice and electing to stay in Cooktown. However, that choice needs to extend into secondary in order to retain those families longer term.

We expect that once we are operating the secondary school, our secondary student numbers will increase by approximately 20% per year in most year levels. We also believe that our primary enrolments will also continue to grow because of the opportunity students will have to transition into secondary education with us.

There are several reasons for this:

1. Endeavour Christian College already exists and is growing in reputation in the local community.
2. We will have the capacity to handle these numbers with the new infrastructure.
3. We believe that we will also have a stronger Prep intake in coming years if we are offering a secondary program for families to enroll their children in a P-12 school.

The commencement of ECC has seen the creation of 9 new jobs in town, has seen the introduction of genuine educational choice, and has seen increased student and family retention in town. These numbers and their consequential impact on the community are very significant and have not yet been captured by any census data. Indeed, the Office of State Revenue has commented that it would not take very much for their projections to be impacted, given the small population numbers they are dealing with.

There would be a presumption that any enrolments attracted by Endeavour Christian College would reduce enrolments at Cooktown State School. Such a presumption would be incorrect. While there is currently a limited catchment numerically, we are aware of expressions of interest from families in the area whose decision to leave town or otherwise will be swayed by whether or not we are granted accreditation for Secondary education. The Mayor of Cooktown has related two stories he personally knows of.

Gary Ward, formerly the Queensland Government Statistician, is quoted as having recently stated that "...projected enrolment figures of students are notoriously understated because of a failure of parents to report student information correctly..." When that is considered, together with the previous evidence of parents choosing to stay in Cooktown because of educational choice, there is genuine capacity for Endeavour Christian College to not only retain enrolments in the area, but also to attract additional enrolments to the area.

Response related to

Question 23

Public Notification

Public Notification Requirement will be met by publishing the catchment area notice in the newspaper and sending it to relevant recipients in the week commencing 17th March, 2013.

The specific recipients will be:

1. Advertising our public notice in the Cooktown News.
2. Send a copy of the public notice to

| | | |
|--|--|--|
| Mr David Robertson The Executive Director, AISQ PO Box 957 Spring Hill Qld 4004 | | |
|--|--|--|

3. Send a copy of the public notice to governing body of any schools operating in the area. This includes:

| | | |
|--|---|--|
| Education Queensland Department of Education and Training PO Box 15033 City East Qld 4002 | Catholic Education Office 130 Lake St (Cnr Minnie St) PO Box 5296 Cairns Qld 4870 Ph: (07) 4050 9700 Fax: (07) 4051 2859 office@cns.catholic.edu.au | |
|--|---|--|

4. Send a copy of the public notice to all schools operating in the catchment area. This includes

| | | |
|---|--|---|
| The Principal Cooktown State School P.O.Box 4 Cooktown 4895 | The Principal Rossville State School MS 15 Rossville Via Cooktown 4895 | The Principal Lakeland State School PMB Lakeland via Cairns 4871 |
| The Principal Laura State School C/1 Post Office Laura 4871 | The Principal Hopevale State School Post Office Hopevale via Cooktown 4895 | The Principal Bloomfield State School Pmb 1001 Bloomfield Cooktown 4895 |

The Catchment Area Notice

NOTICE is hereby given that Christian Community Ministries Ltd of Groves Place, Kingston Q 4114 has lodged an application with the Non-State Schools Accreditation Board for recurrent government funding of Secondary School (Year 8 – 12). Christian Community Ministries Ltd is the governing body of Endeavour Christian College, operating at 12 Charles St, Cooktown, 4895. The catchment area of the school includes the Statistical Local Areas of Cooktown and the immediate surrounding area. This application doesn't include any change to the current Endeavour Christian College catchment area. Anyone may inspect the application and accompanying documents at the registered office of the applicant (Groves Place, Kingston, 4114) or at the Non-State Schools Accreditation Board Secretariat, Floor 18, Education House, 30 Mary St, Brisbane. Copies of the application may be obtained from the applicant at the above location. Copies of any accompanying documents will not be provided. Anyone may make a submission about the application to the Non-State Schools Accreditation Board, PO Box 15347, City East Q 4002. A properly made submission is one that is written, is signed by or for each person making the submission, states the name and address of each signatory, and is lodged within 35 days from the date of this notice. Submissions may address only the criteria for eligibility for government funding stated in sections 85 and 86 of the *Education (Accreditation of Non-State Schools) Act 2001*. This secondary accreditation may be transferred to a new site at a later stage.



**Non-State Schools
Accreditation Board**

4 April 2013

Mr John Lyndon
Chief Executive Officer
Christian Community Ministries Ltd
PO Box 147
KINGSTON QLD 4114

Dear Mr Lyndon

I refer to the application from Christian Community Ministries Ltd ("CCM Ltd") under the *Education (Accreditation of Non-State Schools) Act 2001* to the Non-State Schools Accreditation Board for the accreditation of, and eligibility for Government funding for, secondary education at the Endeavour Christian College at 12 Charles Street, Cooktown.

The Board is obliged by the Act to be satisfied that the school will comply with the prescribed accreditation criteria under the *Education (Accreditation of Non-State Schools) Regulation 2001* within the period of provisional accreditation.

Accordingly, the Board seeks further information from CCM Ltd in connection with the application for accreditation.

I now turn to each of the matters on which the Board seeks further information.

A. The curriculum model the school is to follow

The Board notes from the application that the curriculum model is one that is comprised of education "... programs which are compliant with QSA and National Curriculum goals ...". The application indicates that the school will not be running an ACE program.

The Board wishes to confirm the curriculum model that the school is to follow.

1. The Board seeks information from CCM Ltd as to whether it is proposed for the school to follow:
 - (a) the Queensland Studies Authority ("QSA") model; or
 - (b) the curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority ("ACARA"); or
 - (c) both QSA and ACARA.

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Queensland 4002 Australia
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Facsimile +61 7 3237 0004
Website www.nssab.qld.edu.au
ABN 53 636 704 278

B. Precise date for the sector student-intake day for the years 11 and 12 sector

It is noted from the application that the sector student-intake day for years 11 and 12 sector is given as term 1, 2017.

If the Board grants the application, the sector student-intake day is an attribute of the school's accreditation. Thus, the Board requires this date.

2. The Board request that CCM Ltd provide the sector student-intake day for years 11 and 12 sector.

C. Facilities for secondary education

The Board is not able to determine from the material provided in the application as to which parts of the school it is planned for secondary education.

3. The Board requests CCM Ltd provide a copy of the plan of the Charles Street site illustrating the facilities to be used for secondary education.

Under section 26(2) of the Act, the Board must give an applicant at least 30 days to provide further information or documents that the Board requires in order to decide whether to grant provisional accreditation.

Accordingly, CCM Ltd is required to submit the above-particularised information to the Board by close of business, Friday, 10 May 2013.

CCM Ltd is of course free to provide the material sooner than the stated date in the interests of progressing the application.

It should be noted by CCM Ltd that, under section 26(4) of the Act, if an applicant fails to provide the required information and documents by this nominated time, the applicant is taken to have automatically withdrawn the application.

The Board looks forward to receiving the additional material.

Yours sincerely



Emeritus Professor S Vianne (Vi) McLean AM
Chairperson

Ref: 13/102739

15 April 2013



**Non-State Schools
Accreditation Board**

Mr John Lyndon
Chief Executive Officer
Christian Community Ministries Ltd
PO Box 147
KINGSTON QLD 4114

Dear Mr Lyndon

I refer to the application from Christian Community Ministries Ltd ("CCM Ltd") under the *Education (Accreditation of Non-State Schools) Act 2001* to the Non-State Schools Accreditation Board for the accreditation of, and eligibility for Government funding for, secondary education at the Endeavour Christian College at 12 Charles Street, Cooktown.

The Board is obliged by the Act to be satisfied that the school will comply with the prescribed accreditation criteria under the *Education (Accreditation of Non-State Schools) Regulation 2001* within the period of provisional accreditation.

Accordingly, the Board seeks further information from CCM Ltd in connection with the application for accreditation.

I now turn to each of the matters on which the Board seeks further information.

A. The curriculum model and educational program

The Board notes from the application that the curriculum model is one that is comprised of education "... programs which are compliant with QSA and National Curriculum goals ...". The application indicates that the school will not be running an ACE program.

It is not clear to the Board whether being "... compliant with QSA and National Curriculum goals ..." means that the school will use QSA syllabuses and curriculum developed and approved by ACARA.

1. **The Board requires information from CCM Ltd as to whether it is proposed for the school to follow: (a) the QSA model of curriculum; (b) the curriculum developed and approved by ACARA; or (c) both QSA and ACARA.**
2. **The Board requires from CCM Ltd a list of subjects proposed to be offered in year 8 in 2014.**
3. **The Board requires from CCM Ltd, in so far as it is able at this early stage, a list of subjects for each of the following years: year 9 (2015),**

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year 10 (2016), year 11 (2017), and year 12 (2018).

4. **The Board requires from CCM Ltd confirmation on whether the educational program proposed to be offered at the college for years 11 and 12 will enable students the opportunity to bank credit points towards a *Queensland Certificate of Education* issued by QSA.**

B. Precise date for the sector student-intake day for the years 11 and 12 sector

It is noted from the application that the sector student-intake day for the year 11 and 12 sector is given as term 1, 2017.

If the Board grants the application, the sector student-intake day is an attribute of the school's accreditation.

5. **The Board requires that CCM Ltd provide the sector student-intake day (date) for the year 11 and 12 sector of schooling.**

C. Facilities for secondary education

From the material provided in the application, the Board is unable to determine which parts of the school CCM Ltd plans to utilize for secondary education.

6. **The Board requires CCM Ltd provide a copy of a plan of the Charles Street site clearly showing the facilities CCM Ltd is proposing will be used for secondary education.**

Under section 26(2) of the Act, the Board must give an applicant at least 30 days to provide further information or documents that the Board requires in order to decide whether to grant provisional accreditation.

Accordingly, CCM Ltd is required to submit the above-particularised information to the Board by close of business, **Friday, 24 May 2013**.

CCM Ltd is of course free to provide the material sooner than the stated date in the interests of progressing the application.

It should be noted by CCM Ltd that, under section 26(4) of the Act, if an applicant fails to provide the required information and documents by this nominated time, the applicant is taken to have automatically withdrawn the application.

The Board looks forward to receiving the additional material.

Yours sincerely



Emeritus Professor S Vianne (Vi) McLean AM
Chairperson

Ref: 13/102739



**Non-State Schools
Accreditation Board**

5 April 2013

Associate Professor Jim Watters
Chairperson
Non-State Schools Eligibility for
Government Funding Committee
PO Box 15347
CITY EAST QLD 4002

Dear Associate Professor Watters

I advise that on 19 March 2013, the Non-State Schools Accreditation Board received an application under the Education (Accreditation of Non-State Schools) Act 2001 from Christian Community Ministries Ltd for the accreditation of, and eligibility for Government funding for, secondary education (Year 8 to Year 12) at **Endeavour Christian College**, located at 12 Charles Street, Cooktown.

The Board today resolved that it was satisfied with the matters under section 17(1)(b) of the Act. Accordingly, as required by section 17(2)(a), the Board gives the Non-State Schools Eligibility for Government Funding Committee a copy of the application and accompanying documents.

The notice of this application required by section 17(2)(b) has been sent today to the Minister for Education, Training and Employment, the Honourable John-Paul Langbroek MP.

Yours sincerely

Emeritus Professor S Vianne (Vi) McLean AM
Chairperson

Enc

Ref: 13/114746

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5 April 2013



**Non-State Schools
Accreditation Board**

The Honourable John-Paul Langbroek MP
Minister for Education, Training and Employment
PO Box 15033
CITY EAST QLD 4002

Dear Minister

Re: Statutory Notice to Minister about application received under *Education (Accreditation of Non-State Schools) Act 2001*

Under section 17(2)(b) of the *Education (Accreditation of Non-State Schools) Act 2001*, the Non-State Schools Accreditation Board, as soon as practicable after receiving an application for accreditation for which Government funding is sought, must, if the Board is satisfied about the matters under section 17(1)(b) of the Act, give the Minister a notice stating: (a) that the Board has received the application; and (b) the day the application was received.

The Board today resolved that it was satisfied with the matters under section 17(1)(b) of the Act and therefore gives the Minister the following notice:

Notice of Application Received

| | |
|--------------------|--|
| School: | Endeavour Christian College |
| Location: | 12 Charles Street, Cooktown QLD 4895 |
| Applicant: | Christian Community Ministries Ltd |
| Date received: | 19 March 2013 |
| Application scope: | Application for the accreditation of, and eligibility for Government funding for, secondary education at Endeavour Christian College. |

The Board has today given the Non-State Schools Eligibility for Government Funding Committee a copy of the application. The Committee will make its recommendation to you about eligibility for Government funding in due course.

No response to this notification is required.

Yours sincerely

Emeritus Professor S Vianne (Vi) McLean AM
Chairperson

Ref: 13/114500

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NON-STATE SCHOOLS ACCREDITATION BOARD

MEETING 05/13

Thursday, 2 May 2013

9:30 a.m. to 2:30 p.m.

Room 12.02, Level 12, Education House, 30 Mary Street,
Brisbane



Members: Emeritus Professor S V McLean AM (Chairperson), Professor W Lane (Deputy Chairperson), Professor V Callan, Ms A Brazier, Mr D Robertson, Mr M Byrne

Secretariat: Mr P M Parsons, Mrs T Jarrett, Mrs T Belfiore

AGENDA

- 1. WELCOME AND APOLOGIES**
- 2. CONFIRMATION OF AGENDA**
- 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

3.1 Minutes of meeting 04/13, 4 April 2013

- Minutes

4. APPLICATIONS

*New version of agenda
tabled at meeting*

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2 New type of education

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2.2 Endeavour Christian College (At 4 April 2013 meeting, Board resolved to request further information on application for secondary education. Response due 24 May 2013.)

- (Outgoing, 15 Apr 13) Board letter to governing body

Background information:

- Application

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

13. MINUTES OF FUNDING COMMITTEE

Nil

14. OTHER BUSINESS

15. NEXT MEETING

Scheduled for Thursday, 6 June 2013, 9:30 a.m. to 2:00 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

16. MEETING CLOSE

Reference Material

Legislation

- *Education (Accreditation of Non-State Schools) Act 2001*
- *Education (Accreditation of Non-State Schools) Regulation 2001*
- *Education (General Provisions) Act 2006*
- *Education (General Provisions) Regulation 2006*

**NON-STATE SCHOOLS ACCREDITATION BOARD
MINUTES**



Meeting: 05/13

Date: 2 May 2013

Venue: Room 12.02, Education House, 30 Mary Street, Brisbane

Present: Emeritus Professor S V McLean AM (Chairperson), Professor W Lane (Deputy Chairperson), Professor V Callan, Mr D Robertson, Mr M Byrne

Apology: Ms A Brazier

Secretariat: Mr P M Parsons, Mrs T Jarrett, Mrs T Belfiore

1. WELCOME AND APOLOGIES

Professor McLean opened the meeting at 9:30 a.m. and welcomed members.

Ms Brazier's apology was noted.

2. CONFIRMATION OF AGENDA

The agenda for the meeting was confirmed. No conflict of interest disclosures were declared.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Minutes of meeting 04/13, 4 April 2013

The minutes of meeting 04/13, 4 April 2013 were confirmed.

4. APPLICATIONS

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2 New type of education

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2.2 Endeavour Christian College

The Board **noted** its 15 April 2013 to Christian Community Ministries Ltd seeking further information on the application to add secondary education at Endeavour Christian College located at 12 Charles Street, Cooktown.

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

13. MINUTES OF FUNDING COMMITTEE

Nil

14. OTHER BUSINESS

14.1 Dr Jim Watterston, Director-General, Department of Education, Training and Employment

The Board noted the appointment of Dr Jim Watterston as Director-General of the Department of Education, Training and Employment.

The Board **resolved** to write to Dr Watterston congratulating him on his appointment, and inviting him to an informal meeting with the Board and Funding Committee members.

15. NEXT MEETING

The next meeting is scheduled for Thursday, 6 June 2013, 9:30 a.m. to 2:30 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

16. MEETING CLOSE

The meeting closed at 12:30 p.m.

Confirmed

Chairperson

Date

15 April 2013



**Non-State Schools
Accreditation Board**

Mr John Lyndon
Chief Executive Officer
Christian Community Ministries Ltd
PO Box 147
KINGSTON QLD 4114

Dear Mr Lyndon

I refer to the application from Christian Community Ministries Ltd ("CCM Ltd") under the *Education (Accreditation of Non-State Schools) Act 2001* to the Non-State Schools Accreditation Board for the accreditation of, and eligibility for Government funding for, secondary education at the Endeavour Christian College at 12 Charles Street, Cooktown.

The Board is obliged by the Act to be satisfied that the school will comply with the prescribed accreditation criteria under the *Education (Accreditation of Non-State Schools) Regulation 2001* within the period of provisional accreditation.

Accordingly, the Board seeks further information from CCM Ltd in connection with the application for accreditation.

I now turn to each of the matters on which the Board seeks further information.

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The Board notes from the application that the curriculum model is one that is comprised of education "... programs which are compliant with QSA and National Curriculum goals ...". The application indicates that the school will not be running an ACE program.

It is not clear to the Board whether being "... compliant with QSA and National Curriculum goals ..." means that the school will use QSA syllabuses and curriculum developed and approved by ACARA.

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2. **The Board requires from CCM Ltd a list of subjects proposed to be offered in year 8 in 2014.**
3. **The Board requires from CCM Ltd, in so far as it is able at this early stage, a list of subjects for each of the following years: year 9 (2015),**

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year 10 (2016), year 11 (2017), and year 12 (2018).

4. **The Board requires from CCM Ltd confirmation on whether the educational program proposed to be offered at the college for years 11 and 12 will enable students the opportunity to bank credit points towards a *Queensland Certificate of Education* issued by QSA.**

B. Precise date for the sector student-intake day for the years 11 and 12 sector

It is noted from the application that the sector student-intake day for the year 11 and 12 sector is given as term 1, 2017.

If the Board grants the application, the sector student-intake day is an attribute of the school's accreditation.

5. **The Board requires that CCM Ltd provide the sector student-intake day (date) for the year 11 and 12 sector of schooling.**

C. Facilities for secondary education

From the material provided in the application, the Board is unable to determine which parts of the school CCM Ltd plans to utilize for secondary education.

6. **The Board requires CCM Ltd provide a copy of a plan of the Charles Street site clearly showing the facilities CCM Ltd is proposing will be used for secondary education.**

Under section 26(2) of the Act, the Board must give an applicant at least 30 days to provide further information or documents that the Board requires in order to decide whether to grant provisional accreditation.

Accordingly, CCM Ltd is required to submit the above-particularised information to the Board by close of business, **Friday, 24 May 2013**.

CCM Ltd is of course free to provide the material sooner than the stated date in the interests of progressing the application.

It should be noted by CCM Ltd that, under section 26(4) of the Act, if an applicant fails to provide the required information and documents by this nominated time, the applicant is taken to have automatically withdrawn the application.

The Board looks forward to receiving the additional material.

Yours sincerely



Emeritus Professor S Vianne (Vi) McLean AM
Chairperson

Ref: 13/102739

NON-STATE SCHOOLS ACCREDITATION BOARD

MEETING 06/13

Thursday, 6 June 2013

9:30 a.m. to 2:30 p.m.

Room 12.02, Level 12, Education House, 30 Mary Street,
Brisbane

Members: Emeritus Professor S V McLean AM (Chairperson), Professor W Lane (Deputy
Chairperson), Professor V Callan, Ms A Brazier, Mr D Robertson, Mr M Byrne

Secretariat: Mr P M Parsons, Mrs T Jarrett, Mrs T Belfiore



*New version of agenda
distributed 4 June 2013*

AGENDA

1. WELCOME AND APOLOGIES

Responsive to the Board's invitation, Dr Jim Watterston, the newly appointed Director-General of the Department of Education, Training and Employment, will join members of the Board and Funding Committee at 11:30a.m. for an informal lunch.

2. CONFIRMATION OF AGENDA

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 Minutes

- (For review and confirmation) Draft minutes of meeting 05/13, 2 May 2013

4. APPLICATIONS

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2 New type of education

- 4.2.1 Endeavour Christian College** (At 4 April 2013 meeting, Board resolved to request further information on application for secondary education. Response received.)

New material this meeting

- Overview
- (Incoming, 24 Apr 13) Response from governing body

Previously provided relevant material

- Application
- (Outgoing, 15 Apr 13) Board letter to governing body

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

13. MINUTES OF FUNDING COMMITTEE

13.1 Funding Committee 'confirmed' minutes of 20 March 2013

- Minutes of 20 March 2013 meeting

14. OTHER BUSINESS

15. NEXT MEETING

Scheduled for Thursday, 4 July 2013, 9:30 a.m. to 2:00 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

16. MEETING CLOSE

Reference Material

Legislation

- Education (Accreditation of Non-State Schools) Act 2001
- Education (Accreditation of Non-State Schools) Regulation 2001
- Education (General Provisions) Act 2006
- Education (General Provisions) Regulation 2006
- Uniting Church in Australia Act 1977

NON-STATE SCHOOLS ACCREDITATION BOARD

MINUTES



Meeting: 06/13

Date: 6 June 2013

Venue: Room 12.02, Education House, 30 Mary Street, Brisbane

Present: Emeritus Professor S V McLean AM (Chairperson), Professor V Callan, Ms A Brazier, Mr D Robertson, Mr M Byrne

Apology: Professor W Lane

Secretariat: Mr P M Parsons, Mrs T Jarrett, Mrs T Belfiore

1. WELCOME AND APOLOGIES

Professor McLean opened the meeting at 9:30 a.m. and welcomed members.

Professor Lane's apology was noted.

Responsive to the Board's invitation, Dr Jim Watterston, the newly appointed Director-General of the Department of Education, Training and Employment, joined the Board and Associate Professor Jim Watters of the Funding Committee for an informal lunch.

2. CONFIRMATION OF AGENDA

The agenda for the meeting was confirmed. No conflict of interest disclosures were declared.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Minutes of meeting 05/13, 2 May 2013

The minutes of meeting 05/13, 2 May 2013 were confirmed.

4. APPLICATIONS

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

4.2 New type of education

4.2.1 Endeavour Christian College

The Board considered the letter (dated 24 April 2013, received 29 April 2013) from Christian Community Ministries Ltd responsive to the Board's 15 April 2013 letter requesting information about:

- (a) the curriculum model the school is to follow to establish whether the school is to also follow the Australian school curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority;
- (b) the precise date for the sector student-intake day for the Years 11 and 12 sector; and
- (c) a plan of the site illustrating the facilities to be used for secondary education.

The Board **resolved**:

- (a) to form a preliminary view that the school will comply with the accreditation criteria within the provisional accreditation period, apart from financial viability criterion which cannot yet be determined; and
- (b) to hold over further consideration of the accreditation criteria pending receipt of the recommendation from the Funding Committee.

Irrelevant information deleted pursuant to section 73 of the RTI Act

13. MINUTES OF FUNDING COMMITTEE

13.1 Funding Committee 'confirmed' minutes of 20 March 2013

The Board **noted** the 'confirmed' minutes of the 20 March 2013 meeting of the Funding Committee.

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

15. NEXT MEETING

The next meeting is scheduled for Thursday, 4 July 2013, 9:30 a.m. to 2:30 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

16. MEETING CLOSE

The meeting closed at 1:05 p.m.

Confirmed

Chairperson

Date

| APPLICATION FOR NEW TYPE OF EDUCATION | | | | |
|---|--|---------------|----------------------|------------------|
| School | Endeavour Christian College (Cooktown) The school is currently accredited for primary education (preparatory year to year 7), and is eligible for Government funding for the preparatory year to year 7. | | | |
| Applicant | Christian Community Ministries Ltd | | | |
| Location of school | 12 Charles Street, Cooktown QLD 4895 | | | |
| Current application | The application is for accreditation of, and eligibility for Government funding for, secondary education (year 8 to year 12, classroom education, co-educational, Queensland Studies Authority syllabus framework/s). Student-intake day is 28 January 2014. Sector student-intake day for years 11 and 12 sector is given as term 1, 2017 (precise date is not specified by applicant, but needs to be provided). | | | |
| Key dates | Lodgement | 19 March 2013 | Latest decision date | 20 December 2013 |
| Board required to | When considering an application for provisional accreditation for a new type of education [Act, ch 2 pt 2 div 2 sdiv 2], the Board is required to: (a) consider whether it is satisfied [Act, s 17(1)(b)]: (i) the school will not be operated for profit [Act, s 17(1)(b)(i)]; and (ii) the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school [Act, s 17(1)(b)(ii)]; and (iii) there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions [Act, s 17(1)(b)(iii)]; and (b) if satisfied about the above three matters, refer the application to the Funding Committee and give the statutory notice to Minister [Act, s 17(2)(a)]; and (c) consider whether the governing body is suitable to be the school's governing body [Act, ss 18(1)(a), 39]; and (d) consider whether the school will comply with the accreditation criteria within the school's provisional accreditation period [Act, s 18(1)(b)]. | | | |
| Considerations for 6 June 2013 meeting | | | | |
| Secretariat's recommendation following preliminary assessment | It is recommended that the Board: (a) consider the additional information provided by the applicant in response to the Board's request for information about: (i) the curriculum model the school is to follow to establish whether the school is to also follow the Australian school curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority; and (ii) the precise date for the sector student-intake day for the years 11 and 12 sector; and (iii) a plan of the site illustrating the facilities to be used for secondary education; and (b) form a preliminary view that the school will comply with the accreditation criteria within the provisional accreditation period, apart from financial viability criterion which cannot yet be determined [Act, s 18(1)(b)]; and (c) hold over further consideration of the accreditation criteria pending receipt of recommendation from EFGFC [Act, s 85]. | | | |
| Key actions to date | | | | |
| 4 April 2013 | The Board: (a) decided that: (i) the school will not on its establishment be operated for profit [Act, s 17(1)(b)(i)]; (ii) the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school [Act, s 17(1)(b)(ii)]; (iii) there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions [Act, s 17(1)(b)(iii)]; and (b) given it was satisfied about the above three matters — the Board referred the application to the Funding Committee and gave the statutory notice to the | | | |

NSSAB RTI Application 14405/3406 and File A - Document No. 110 of 138

| | |
|--|---|
| | <p>(c) in respect of the school's attributes the Board requested the applicant provide further information about:</p> <ul style="list-style-type: none">(i) the curriculum model the school is to follow to establish whether the school is to also follow the Australian school curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority; and(ii) the precise date for the sector student-intake day for the years 11 and 12 sector; and <p>(d) in respect of the accreditation criteria to be considered the Board wrote to the applicant to seek a plan of the site illustrating the facilities to be used for secondary education.</p> |
|--|---|

Ref: 13/141441

24th April, 2013

RECEIVED
29 APR 2013

BY:

Emeritus Professor S. Vianne McLean,
Non-State Schools Accreditation Board
PO Box 15347
CITY EAST QLD 4002

Dear Professor McLean,

Detailed below is my response to your letter dated 15th April 2013, requesting additional information in connection with the application for accreditation for Endeavour Christian College. In the interests of progressing the application, this may be taken as our response and the 30 days in which to respond may be deemed to have been completed.

Point 1 — Curriculum model

Endeavour Christian College will follow the Australian (ACARA) curriculum implementation plan as per the QSA framework (As designed in collaboration with Queensland's school sectors).

This means that from 2014 the secondary year levels will plan, teach, assess and report on the Australian Curriculum in English, Mathematics, Science and History.

From 2014 through to 2016 the secondary year levels will implement as per the QSA and Queensland's schooling sectors agreement a staged approach to the implementation of the P-10 Australian Curriculum in Queensland, which is to be completed by 2016. See memo 074/12. These subjects will include: Geography, The Arts, Health and Physical Education, Civics and Citizenship, Technologies, Economics and Business. Languages will also be offered.

Time frame

The following schedule indicates the expected year by which schools are to be implementing the Australian Curriculum learning areas (i.e. teaching, assessing and reporting).

| 2012 | 2013 | 2014 | 2015 | 2016 |
|-------------|---------|-------------------------------|------------|------|
| English | History | Geography* | | |
| Mathematics | | | The Arts | |
| Science | | Health and Physical Education | | |
| | | Civics and Citizenship | | |
| | | | Technology | |
| | | Economics and Business | | |
| | | | Languages | |

* The Geography curriculum is yet to be approved by Australian education ministers. If it is not approved by March 2013, implementation may be delayed until 2015.

Until QSA direct for the implementation of ACARA subjects, Endeavour Christian College will use the (QSA) Queensland Essential Learnings and Standards (including the Lower Secondary Subject Guidelines) to plan, teach, assess and report on learning areas where the Australian Curriculum is not yet available. Additional subject offerings will draw on the existing QSA junior secondary syllabuses.

Point 2 — Year 8 subject list

English
Mathematics
Science
History
Geography
Home Economics
Health
Design and Technology
Physical Education
Art

Our subject offerings in Year 8 will also be designed to ensure that our students have:

- Attained the skills of numeracy and English literacy; such that, every student should be numerate, able to read, write, spell and communicate at an appropriate level.

Point 3 — Years 9–12 subject lists

Year 9 — 2015

English
Mathematics
Science
History
Geography
Home Economics
Health
Design and Technology
Physical Education
Art

Year 10 — 2016

English
Mathematics
Science
History
Geography
Health and Physical Education
Sport
Design and Technology
Food Technology
Art (Visual)
Law and business

Year 11 and 12 — 2017/18

English
English Communication
Mathematics A
Prevocational Maths
Manufacturing SAS
Legal Studies
Physical Education
Visual Art
Biology
Tourism SAS
Ancient History
Drama SAS

Our subject offerings in these years will also be designed to ensure that our students have:

- Attained the skills of numeracy and English literacy; such that, every student should be numerate, able to read, write, spell and communicate at an appropriate level.
- Participated in programs of vocational learning and have had access to vocational education and training programs as part of their senior secondary studies.
- Participated in programs and activities which foster and develop enterprise skills, including those skills that will allow them maximum flexibility and adaptability in the future.

Point 4 — QCE subject offerings

I confirm that the educational program planned for Year 11 and Year 12 will enable students the opportunity to bank credits points towards a Queensland Certificate of Education issued by the QSA. That is we will offer a range of OP Eligible, SAS and Vocational subjects (or their new ACARA QSA approved replacements as per the QSA framework for Senior Schooling). Essentially, the College will deliver whatever curriculum model is required of us.

Point 5 — Student-intake dates for Years 11 and 12

Noting that the Queensland Department of Education has not yet set term dates for 2017 and 2018, the intake dates will be as follows:

- Intake date for the first Year 11 cohort will be 23 January 2017.
- Intake date for the first Year 12 cohort will be 22 January 2018.

Point 6 — Secondary education facilities

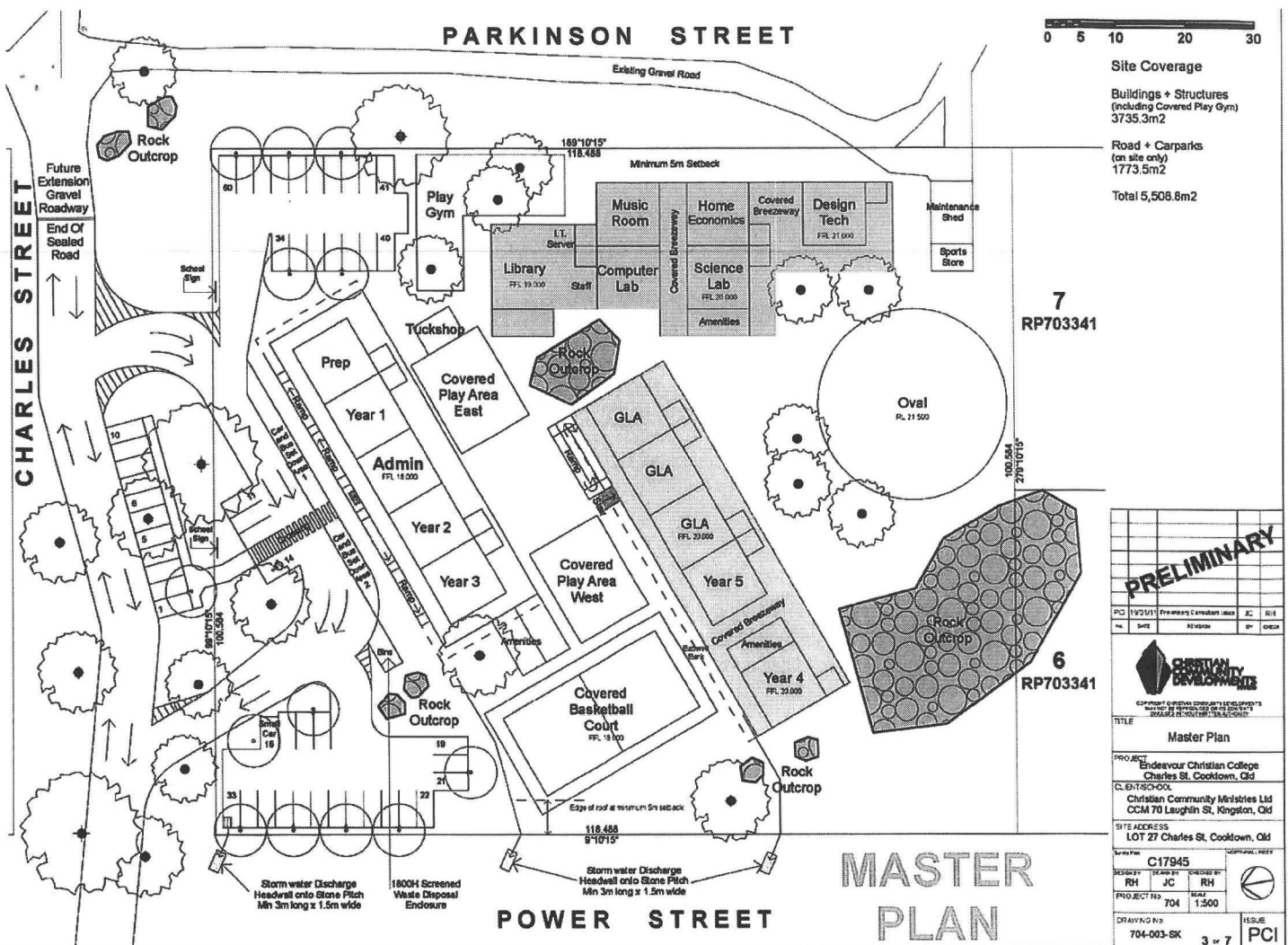
The Charles Street site Master Plan is indicative only and is subject to change due to further land being provided by the Cook Shire Council. The current master plan (attached) delineates the location of secondary facilities as requested.

Yours sincerely,



~~John Lyndon~~
Chief Executive Officer

Encl.



Point 6 — Secondary facilities

- The Master plan shows specialist facilities which can be used by both primary and secondary students.
- Two storey building to accommodate secondary classes.

NON-STATE SCHOOLS ACCREDITATION BOARD

MEETING 08/13

Thursday, 1 August 2013

9:30 a.m. to 2:30 p.m.

Room 12.02, Level 12, Education House, 30 Mary Street,
Brisbane



Members: Emeritus Professor Sandra Vianne (Vi) McLean AM [Chairperson]
Professor William (Bill) Bennett Lane [Deputy Chairperson]
Professor Victor James Callan
The Reverend Canon Leonard Hilton Nairn OAM
Ms Anna Brazier
Mr David Harold Robertson
Mr Michael Joseph Byrne

*New version of agenda
tabled at meeting*

Secretariat: Mrs Tracey Jarrett, Mrs Teresa Belfiore, Mr Patrick M. Parsons

AGENDA

1. WELCOME AND APOLOGIES

1.1 Appointment of The Reverend Canon Len Nairn OAM as one of the three 'Minister's consultation nominees' to Board (18 July 2013 — 2 December 2013)

- (For noting) Queensland Government Gazette No. 64, p. 873
- (For information) Current list of members of Board and Funding Committee
- (For information) Letter from Minister with Reverend Canon Leonard Nairn Curriculum Vitae (tabled at meeting)

2. CONFIRMATION OF AGENDA

3. DISCLOSURES BY MEMBERS

3.1 Disclosure by members of matters which jeopardize, disqualify from or cease membership [Act, s. 109(2), s. 113, s. 114, and s. 115.]

3.2 Disclosure of interest about issue being considered, or about to be considered [Act, s. 125.]

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

4.1 Minutes

(For review and confirmation) Draft minutes of meeting 07/13, 4 July 2013

5. APPLICATIONS

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

5.2 New type of education

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

5.2.3 Endeavour Christian College (Funding Committee recommendation received.)

New material this meeting

- Overview
- Funding Committee recommendation

Previously provided relevant material

- Previous material

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

14. MINUTES OF FUNDING COMMITTEE

14.1 Funding Committee 'confirmed' minutes of 19 June 2013

- Minutes of 19 June 2013 meeting

15. OTHER BUSINESS

Nil

16. NEXT MEETING

Scheduled for Thursday, 5 September 2013, 9:30 a.m. to 2:00 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

17. MEETING CLOSE

Reference Material

Legislation

Education (Accreditation of Non-State Schools) Act 2001

Education (Accreditation of Non-State Schools) Regulation 2001

Education (General Provisions) Act 2006

Education (General Provisions) Regulation 2006

Other

Welcome Aboard: A guide for members of Queensland Government Boards, committees and statutory authorities, July 2010

NON-STATE SCHOOLS ACCREDITATION BOARD

MINUTES



Meeting: 08/13

Date: 1 August 2013

Venue: Room 12.02, Education House, 30 Mary Street, Brisbane

Present: Emeritus Professor S V McLean AM (Chairperson), Professor W Lane (Deputy Chairperson), Professor V Callan, The Reverend Canon Leonard Nairn OAM, Mr D Robertson, Mr M Byrne

Apology: Ms A Brazier

Secretariat: Mr P M Parsons, Mrs T Jarrett, Mrs T Belfiore

1. WELCOME AND APOLOGIES

Professor McLean opened the meeting at 9:30 a.m. and welcomed members.

Ms Brazier's apology was noted.

1.1 Appointment of The Reverend Canon Len Nairn OAM as one of the three 'Minister's consultation nominees' to Board

Professor McLean advised Board members of the recent Executive Council appointment of The Reverend Canon Leonard Hilton Nairn OAM to the Board as approved by the Governor in Council on 19 July 2013 as published in the *Queensland Government Gazette* No. 64, p. 873.

The Board noted the Minister's letter (dated 29 July 2013, received 30 July 2013) advising of Reverend Nairn's appointment from 18 July 2013 up to and including 2 December 2013.

1.2 Planned enhancements to the Board's website

Mrs Tini Jackson gave a presentation to members on scheduled enhancements to the Board's website which will enable members of the Board and Funding Committee, as well as authorised persons of non-state schools and their governing bodies, to view current information held on the Board's register of non-State schools; and enable electronic submission of documents and applications.

2. CONFIRMATION OF AGENDA

The agenda for the meeting was confirmed.

Professor McLean advised that Mrs Tini Jackson would join the Board after morning tea for the presentation of planned enhancements to the Board's website; and that agenda items 12.6 and 12.7 would be considered while Mrs Jackson was present.

3. DISCLOSURES BY MEMBERS

3.1 Disclosure by members of matters which jeopardize, disqualify from or cease membership [Act, s. 109(2), s. 113, s. 114, and s. 115.]

No disclosures were declared.

3.2 Disclosure of interest about issue being considered, or about to be considered [Act, s. 125.]

No disclosures were declared.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Minutes of meeting 07/13, 4 July 2013

The minutes of meeting 07/13, 4 July 2013 were confirmed.

5. APPLICATIONS

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

5.2 New type of education

Irrelevant information deleted pursuant to section 73 of the RTI Act

Irrelevant information deleted pursuant to section 73 of the RTI Act

5.2.3 Endeavour Christian College

The Board considered the unfavourable recommendation from the Funding Committee in relation to the application for accreditation of secondary education at Endeavour Christian College.

The Board **resolved**:

- (a) to give the Funding Committee's recommendation to the Minister; and
- (b) to hold over further consideration of the application pending the Minister's decision on eligibility for Government funding.

Irrelevant information deleted pursuant to section 73 of the RTI Act

14. MINUTES OF FUNDING COMMITTEE

14.1 Funding Committee 'confirmed' minutes of 19 June 2013 meeting

The Board **noted** the 'confirmed' minutes of the 19 June 2013 meeting of the Funding Committee.

Irrelevant information deleted pursuant to section 73 of the RTI Act

16. NEXT MEETING

The next meeting is scheduled for Thursday, 5 September 2013, 9:30 a.m. to 2:30 p.m., Room 12.02, Education House, 30 Mary Street, Brisbane.

17. MEETING CLOSE

The meeting closed at 12:30 p.m.

Confirmed

Chairperson

Date

| APPLICATION FOR NEW TYPE OF EDUCATION | | | | |
|--|--|---------------|----------------------|------------------|
| School | Endeavour Christian College (Cooktown) The school is currently accredited for primary education (preparatory year to year 7), and is eligible for Government funding for the preparatory year to year 7. | | | |
| Applicant | Christian Community Ministries Ltd | | | |
| Location of school | 12 Charles Street, Cooktown QLD 4895 | | | |
| Current application | The application is for accreditation of, and eligibility for Government funding for, secondary education (year 8 to year 12, classroom education, co-educational, Queensland Studies Authority syllabus framework/s). Student-intake day is 28 January 2014. Sector student-intake day for years 11 and 12 sector is given as term 1, 2017 (precise date is not specified by applicant, but needs to be provided). | | | |
| Key dates | Lodgement | 19 March 2013 | Latest decision date | 20 December 2013 |
| Board required to | When considering an application for provisional accreditation for a new type of education [Act, ch 2 pt 2 div 2 sdiv 2], the Board is required to: (a) consider whether it is satisfied [Act, s 17(1)(b)]: (i) the school will not be operated for profit [Act, s 17(1)(b)(i)]; and (ii) the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school [Act, s 17(1)(b)(ii)]; and (iii) there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions [Act, s 17(1)(b)(iii)]; and (b) if satisfied about the above three matters, refer the application to the Funding Committee and give the statutory notice to Minister [Act, s 17(2)(a)]; and (c) consider whether the governing body is suitable to be the school's governing body [Act, ss 18(1)(a), 39]; and (d) consider whether the school will comply with the accreditation criteria within the school's provisional accreditation period [Act, s 18(1)(b)]. | | | |
| Considerations for 1 August 2013 meeting | | | | |
| Secretariat's recommendation | It is recommended that the Board: (a) having received an <u>unfavourable recommendation</u> from the EFGFC, give the recommendation to the Minister [Act, s 54(7)]; and (b) hold over further consideration of the application pending the Minister's decision on eligibility for Government funding. | | | |
| Key actions to date | | | | |
| 6 June 2013 | The Board considered the additional information provided by the applicant in response to the Board's request for information about: (a) the curriculum model the school is to follow to establish whether the school is to also follow the Australian curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority; and (b) the precise date for the sector student-intake day for the years 11 and 12 sector; and (c) a plan of the site illustrating the facilities to be used for secondary education. The Board resolved: (a) to form a preliminary view that the school will comply with the accreditation criteria within the provisional accreditation period, apart from financial viability criterion which cannot yet be determined [Act, s 18(1)(b)]; and (b) to hold over further consideration of the accreditation criteria pending receipt of recommendation from EFGFC [Act, s 85]. | | | |

| | |
|--------------|--|
| 4 April 2013 | <p>The Board:</p> <ul style="list-style-type: none"> (a) decided that: <ul style="list-style-type: none"> (i) the school will not on its establishment be operated for profit [Act, s 17(1)(b)(i)]; (ii) the applicant is not party to, and does not intend to enter into, a prohibited arrangement in relation to the operation of the school [Act, s 17(1)(b)(ii)]; (iii) there is no direct or indirect connection between the applicant and a for-profit entity, and there will not on the school's establishment be a direct or indirect connection between the applicant and a for-profit entity, that could reasonably be expected to compromise the independence of the applicant when making financial decisions [Act, s 17(1)(b)(iii)]; and (b) given it was satisfied about the above three matters — the Board referred the application to the Funding Committee and gave the statutory notice to the Minister [Act, s 17(2)]; and (c) in respect of the school's attributes the Board requested the applicant provide further information about: <ul style="list-style-type: none"> (i) the curriculum model the school is to follow to establish whether the school is to also follow the Australian school curriculum developed and approved by the Australian Curriculum, Assessment and Reporting Authority; and (ii) the precise date for the sector student-intake day for the years 11 and 12 sector; and (d) in respect of the accreditation criteria to be considered the Board wrote to the applicant to seek a plan of the site illustrating the facilities to be used for secondary education. |
|--------------|--|

Ref: 13/ 246894

Non-State Schools Eligibility for Government Funding Committee

**Recommendation to
Minister for Education, Training and Employment**

| | |
|------------------------------------|---|
| Name of school: | Endeavour Christian College |
| Site of school: | 12 Charles Street, Cooktown 4895 |
| Name of governing body: | Christian Community Ministries Ltd |
| Type of application: | To include secondary education (Years 8 to 12) |
| Aspects to be funded: | Years 8 to 12 (co-educational, classroom delivery, non-boarding and educational programs based on the Australian Curriculum and Queensland Studies Authority frameworks) at the school site at 12 Charles Street, Cooktown. |
| Student-intake day: | Commencement of secondary education is to be staggered and nominated to begin with Year 8 on 28 January 2014 and to culminate with Year 12 in 2018. |
| Application lodgement date: | 19 March 2013 |
| Final consideration day: | 20 December 2013 |
| Contextual information: | <p>In 2008, Christian Community Ministries Ltd [the applicant] lodged an application for the accreditation and Government funding of a new school offering primary and secondary education in Cooktown. This application was refused.</p> <p>In 2009, the applicant lodged an application for the accreditation and Government funding of a new primary and secondary school (Prep Year to Year 9). The applicant amended the application for the new school to only offer primary education, which was approved.</p> <p>Endeavour Christian College was officially opened on 23 January 2012. The school commenced with an initial enrolment of 33 primary students, increasing to 84 enrolments as at the 2013 February Census.</p> |

Key considerations:

Key considerations of the Committee included the eligibility for funding criteria, which encompassed the nature of the proposal and the likely impact on existing schools in the catchment area.

A public submission was received on 2 May 2013 from the Regional Director, Far North Queensland Region – Cairns Office, Department of Education, Training and Employment (DETE).

Catchment area:

The catchment area is a geographical area generally including the SLA of Cook (S). The Committee determined that the catchment area as identified in the application was acceptable and justified. *Please refer to the catchment area map enclosed within the application.*

Summary:

The Committee considered each of the criteria in detail and reached the following conclusions:

- (a) It is anticipated that the population in the catchment area would experience weak growth in the next five years.
- (b) Based on the information available at the time, the proposed secondary provision, Years 8 to 12, may be likely to achieve minimum enrolments.
- (c) The proposed provision provides a strong case for educational choice as this will be the only non-Government school offering secondary in the catchment area.
- (d) Based on the information available at the time, the proposed provision is likely to have a substantial impact on Cooktown State School (Prep – Year 12).
- (e) A public submission opposing the proposed addition of secondary education at Endeavour Christian College was received from the Regional Director, Far North Queensland Region – Cairns Office, DETE. The Committee considered the submission and the applicant's response.

Recommendation:

Having given due regard to each of the legislated criteria, the submission from the Regional Director, Far North Queensland Region, DETE, and the applicant's response, the Committee unanimously recommends that the governing body of Endeavour Christian College not be approved as eligible for Government funding for secondary education, Years 8 to 12 (co-educational, classroom delivery, non-boarding and educational programs based on Australian Curriculum and Queensland Studies Authority syllabus frameworks) at the school site at 12 Charles Street, Cooktown.

Eligibility for Government Funding Criteria
[References to *Education (Accreditation of Non-State Schools) Act 2001*]

1. Anticipated enrolments [s85(4)(c)]

- 1.1 The Committee had regard to whether the enrolment of students is more than the minimum enrolment prescribed by regulation for those year levels.
- 1.2 The historical enrolments for primary education taken from the annual February Census (2012), are shown below:

Total Enrolments

| Year | Prep | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Total |
|------|------|--------|--------|--------|--------|--------|--------|--------|-------|
| 2012 | 6 | 5 | 3 | 5 | 4 | 4 | 6 | 0 | 33 |
| 2013 | 10 | 9 | 16 | 12 | 12 | 11 | 5 | 9 | 84 |

- 1.3 The anticipated enrolments for first and fifth year of operation, as supplied by the applicant, are shown below:

| Year Level | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------|-----------|-----------|-----------|-----------|-----------|
| Year 8 | 15 | 17 | 19 | 20 | 20 |
| Year 9 | 0 | 17 | 18 | 19 | 20 |
| Year 10 | 0 | 0 | 18 | 19 | 20 |
| Year 11 | 0 | 0 | 0 | 17 | 17 |
| Year 12 | 0 | 0 | 0 | 0 | 17 |
| Total | 15 | 34 | 55 | 75 | 94 |

- 1.4 Based on the information available at the time, the Committee concluded that the school would not achieve minimum enrolment numbers in Years 8-10 within five years. However, it could attract students in future years, and the proposed provision may then achieve minimum enrolment numbers in Years 8 to 12 secondary education, as set out in the *Education (Accreditation of Non-State Schools) Regulation 2001*.

2. Projected population of school-age children [s85(4)(d)]

- 2.1 The Committee had regard to the projected population of school-aged children likely to reside in the school's catchment area within five years after the year in which the application is being considered.
- 2.2 The following table shows the projected population for the relevant cohort:

| | Projected population statistics in catchment area | | | | |
|----------------|---|-------------------|------------------------|----------------------|-----------------------|
| | Opening year (2014) | Fifth year (2018) | Five year change (no.) | Five year change (%) | Avg annual change (%) |
| 4-18 year olds | 735 | 758 | 23 | 3.1% | 0.6% |

Source: Office of Economic and Statistical Research, Queensland Treasury and Trade.

- 2.3 The Committee considered the population projections for the area and noted that the predictions indicate the catchment area would experience weak future growth for 4 to 18 year olds with an annual increase of approximately five young people over the next five years.

3. Extent of unfilled enrolment capacity [s85(4)(e)]

- 3.1 The Committee had regard to the extent of unfilled enrolment capacity of any other schools operating in the school's catchment area i.e. underutilisation of existing facilities.
- 3.2 The following table relates to Years Prep to 12 and indicates the aggregate enrolment capacity of state schools within the catchment area:

| | Enrolment capacity of total classrooms | Current enrolments | Current enrolments as proportion of enrolment capacity |
|-----------------------|--|--------------------|--|
| State Primary Schools | 426 | 216 | 50.7% |
| State High Schools | 591 | 401 | 68.2% |

- 3.3 The Cooktown State School, the only other school in Cooktown, has an unfilled enrolment capacity is 31.8% and is located approximately 750 metres from Endeavour Christian College.
- 3.4 The Committee considered the unfilled enrolment capacity and determined that, based on the data available at the time of the application, there is a weak case for the proposed provision.

5. Impact on other schools [s85(4)(a); s86(2)]

- 5.1 The Committee had regard to the likely impact of the operation of the school on any other schools operating in the catchment area within five years after the year in which the application is being considered.
- 5.2 A public submission was received from the Regional Director, Far North Queensland Region, DETE, in connection with the impact of the proposed secondary provision on the existing Cooktown State School.
- 5.3 The Cooktown State School is located approximately 750 metres from Endeavour Christian College, Cooktown.
- 5.4 Cooktown State School, currently offers Preparatory Year to Year 12 education and as at February 2013 had 341 students enrolled.
- 5.5 The Committee gave lengthy consideration to the submission from the Regional Director, Far North Queensland Region, DETE, and the response received from Christian Community Ministries Ltd.
- 5.6 During its deliberations, the Committee were conflicted by providing choice to a remote community and the substantial impact the provision of choice in education would have on the established local school, Cooktown State School.
- 5.7 The Committee's conclusions in relation to the likely impact on schools in the catchment area are outlined below.

Likelihood and scope of reduction in enrolments:

- 5.8 Noting the submission from the Regional Director, Far North Queensland Region, DETE; the Committee considered the potential impact on enrolments at other schools in the catchment area. The committee determined that the offering of secondary education at the Endeavour Christian College would substantially reduce enrolments at Cooktown State School, the only other school in Cooktown.

Likelihood and scope of reduction in curriculum offerings:

- 5.9 The Committee determined that the establishment of the proposed provision of secondary education at Endeavour Christian College is likely to result in a reduction of curriculum offerings at Cooktown State School as the school is currently a one stream school.

Likelihood of a closure:

- 5.10 The Committee determined that the establishment of the new school offering secondary education is likely to have a significant impact on delivery of the secondary education provision at Cooktown State School.



Signature: _____

(Chairperson, Non-State Schools Eligibility for Government Funding Committee)

Date: 22 July 2013

4. **Extent of choice [s85(4)(b)]**

- 4.1 The Committee had regard to the extent of religious, philosophical, or educational delivery choice in education that students residing in the school's catchment area have with the existence of the school.
- 4.2 The following table shows the existing primary and secondary education provision in the catchment area:

| | Primary | | Secondary | | Total | |
|---|--------------------------|----------------|----------------------------|---------------|-------------------|----------------|
| | Schools offering Primary | Enrol-ments | Schools offering Secondary | Enrol-ments | Number of schools | Enrol-ments |
| <u>State schools</u> (% of education type in catchment) | 5 | 216 86.7(%) | 1 | 401 100(%) | 6 | 617 94.9(%) |
| <u>Non-State schools</u> | | | | | | |
| Christian (% of education type in catchment) | 1 | 33 13.3(%) | 0 | 0 (%) | 1 | 33 5.1(%) |
| <u>Total for all schools in catchment area</u> | 6 | 249 | 1 | 401 | 1 | 650 |

Source: 2012 Census data.

- 4.3 The Committee noted that this choice currently exists for primary students but not for secondary students.
- 4.4 The Committee accepted that the proposed secondary provision would provide an additional element of choice as it would be the only non-State school offering secondary education in the catchment area.
- 4.5 Although, the Committee was of the view that on balance this criterion was not strong enough to outweigh the other criteria, particularly, population predictions and the potential impact the additional secondary provision would have on Cooktown State School.

2 August 2013



**Non-State Schools
Accreditation Board**

The Honourable John-Paul Langbroek MP
Minister for Education, Training and Employment
PO Box 15033
CITY EAST QLD 4002

Dear Minister

I refer to the application received by the Non-State Schools Accreditation Board under the *Education (Accreditation of Non-State Schools) Act 2001*, from Christian Community Ministries Ltd, for the accreditation of, and eligibility for Government funding for, secondary education (Year 8 to Year 12, classroom delivery, co-educational, non-boarding and educational programs based on the Australian Curriculum and Queensland Studies Authority frameworks) at **Endeavour Christian College**, located at 12 Charles Street, Cooktown.

The Non-State Schools Eligibility for Government Funding Committee has now completed its consideration of the application in so far as eligibility for Government funding is concerned.

In accordance with section 85(1) of the Act, the Funding Committee has given its recommendation on Government funding to the Board for transmission to you for your decision on funding under section 88 of the Act.

I am pleased to forward, as required by section 85(2) of the Act, the Funding Committee's recommendation on this application.

Accordingly, I enclose the following:

1. the Committee's recommendation dated 22 July 2013 (refer Enclosure 1);
2. a copy of the application (refer Enclosure 2);
3. a copy of the public notification (refer Enclosure 3);
4. a copy of material prepared for the Committee (refer Enclosure 4);
5. a copy of the submission from Far North Queensland Region, DETE (refer Enclosure 5); and
6. a copy of the response from the applicant to the submission (refer Enclosure 6).

There was one submission received under section 79 of the Act in respect of this application.

The Board looks forward to receiving notification of your decision.

Yours sincerely

Emeritus Professor S Vianne (Vi) McLean AM
Chairperson

Enc.

Ref: 13/ 255866

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ABN 53 636 704 278



Hon John-Paul Langbroek MP
Minister for Education, Training and Employment

RECEIVED
10 OCT 2013

BY: _____

08 OCT 2013

Emeritus Professor S V McLean AM
Chairperson
Non-State Schools Accreditation Board
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PO Box 15033 City East
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Email education@ministerial.qld.gov.au

Dear Professor McLean *Vi,*

Thank you for your letter dated 2 August 2013 regarding the recommendation of the Non-State Schools Eligibility for Government Funding Committee in respect of an application by Christian Community Ministries Ltd for eligibility for government funding for Years 8 to 12 of secondary education at Endeavour Christian College.

In accordance with the recommendation of the Funding Committee, I have decided to refuse to grant the application by eligibility for government funding for Years 8 to 12 of secondary education at Endeavour Christian College.

A copy of the *Information Notice* issued to Gulf Christian College Ltd under section 88(7)(a) of the *Education (Accreditation of Non-State Schools) Act 2001* is enclosed for the information of the Board.

Please pass on my appreciation to Adjunct Professor Jim Watters and other members of the Funding Committee for preparing the recommendation.

Should you wish to discuss this matter further, I invite you to contact Ms Christine Rutledge, Manager, Office of Non-State Education, by email at christine.rutledge@dete.qld.gov.au or on telephone 3237 0199.

Yours sincerely

JOHN-PAUL LANGBROEK MP
Minister for Education, Training and Employment

Ref: 13/276763

Enc



Hon John-Paul Langbroek MP
Minister for Education, Training and Employment

COPY

08 OCT 2013

Mr Martin Watkins
Chairperson
Christian Community Ministries Ltd
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KINGSTON QLD 4114

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Queensland 4002 Australia
Telephone +61 7 3237 1000
Facsimile +61 7 3211 8011
Email education@ministerial.qld.gov.au

Dear Mr Watkins

Information Notice, *Education (Accreditation of Non-State Schools) Act 2001*, section 88(7)(a)—Application for eligibility for Government funding

I refer to the application lodged by Christian Community Ministries Ltd on 19 March 2013 under the *Education (Accreditation of Non-State Schools) Act 2001* (the Act) for eligibility for government funding for Years 8 to 12 of secondary education at Endeavour Christian College.

I have now completed my consideration of the application under the relevant provisions of the Act.

Decision

I have decided to refuse to grant the application for eligibility for government funding for Years 8 to 12 of secondary education at Endeavour Christian College.

Reasons for Decision

In consideration of the recommendation by the Non-State Schools Eligibility for Government Funding Committee provided to me under section 85(2) of the Act, and the eligibility for government funding criteria set out in section 85(4) of the Act, I find as follows:

(i) Anticipated enrolments

Based on an assessment of the evidence provided, I consider that Endeavour Christian College is unlikely to achieve its projected enrolment numbers and thus would not meet the minimum enrolment numbers for secondary enrolments, as set out in the *Education (Accreditation of Non-State Schools) Regulation 2001*.

(ii) Projected population of school-aged children

The projected population of school-aged children in the catchment area is predicted to have weak growth over the next five years, which would likely add an additional impediment to the achievement of minimum enrolment numbers.

(iii) Extent of unfulfilled capacity

There is currently sufficient unfilled capacity within the catchment area, at Cooktown State School, to accommodate the proposed anticipated enrolments.

(iv) Impact on other schools

The provision of secondary education at Endeavour Christian College would likely impact on the other secondary school in the catchment area, Cooktown State School, resulting in a reduction in enrolments and curriculum offerings.

(v) Extent of choice

I acknowledge that the provision of secondary education at Endeavour Christian College would increase the extent of educational choice, as there are currently no other schools with a religious philosophy offering secondary education. However, I am not of the view that this criterion is strong enough to outweigh the other criteria.

On balance, I am not convinced that an extra secondary provision is required in the catchment area, and consider the provision of state funding for Years 8 to 12 of secondary education at Endeavour Christian College to be unwarranted. Therefore, I refuse to grant the application.

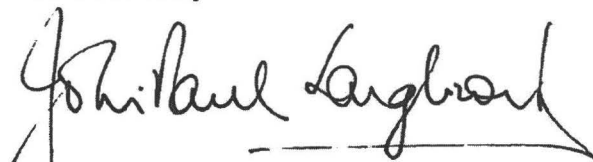
Right of Review

If Christian Community Ministries Ltd is dissatisfied with my decision, Christian Community Ministries Ltd may apply to me for a review of the decision within 28 days of receipt of this information notice.

Any application for review must be in writing and state fully the grounds of the application. Further information about reviews of decisions may be found at Chapter 4 of the Act.

Please note that the Non-State Schools Accreditation Board will decide separately about accreditation.

Yours sincerely



JOHN-PAUL LANGBROEK MP
Minister for Education, Training and Employment

Ref: 13/276892