

Interstate

Student Data Transfer Note

Form 3 - Interstate Student Data Transfer Note (ISDTN)

Schools are required to use the Interstate Student Data Transfer Note (ISDTN) in accordance with the protocols jointly developed and agreed by the Australian Government, State and Territory Education Authorities, the Independent and Catholic education sectors through the Standing Council on School Education and Early Childhood (see: <http://scseec.edu.au/Publications/ISDTN.aspx>).

Please indicate: ☐ Student enrolling
☐ Student applying for enrolment

☐ Mail
☐ Fax
☐ Email

SECTION 1 TO BE COMPLETED BY NEW SCHOOL (on enrolment or application for enrolment)

1 Student Information

a. Student name	<input type="text" value="first/given names"/> <input type="text" value="surname/family name"/>
b. Previous OR other names (if applicable)	<input type="text"/>
c. Preferred first name	<input type="text"/>
d. Date of birth	<input type="text" value="(dd/mm/yyyy)"/> / /
e. Australian citizen	<input type="checkbox"/> YES <input type="checkbox"/> NO ► if no, Visa category if known <input type="text"/>

2 New School Information

a. Name of new school	<input type="text"/>								
b. Contact details	<table><tr><td>Address</td><td><input type="text" value="street address"/> <input type="text" value="suburb"/> <input type="text" value="state"/> <input type="text" value="postcode"/></td></tr><tr><td>Contact name</td><td><input type="text" value="first/given names"/> <input type="text" value="surname/family name"/></td></tr><tr><td>Phone/fax numbers</td><td><input type="text" value="Phone number"/> <input type="text" value="Fax number"/></td></tr><tr><td>Role/Position</td><td><input type="text"/></td></tr></table>	Address	<input type="text" value="street address"/> <input type="text" value="suburb"/> <input type="text" value="state"/> <input type="text" value="postcode"/>	Contact name	<input type="text" value="first/given names"/> <input type="text" value="surname/family name"/>	Phone/fax numbers	<input type="text" value="Phone number"/> <input type="text" value="Fax number"/>	Role/Position	<input type="text"/>
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Phone/fax numbers	<input type="text" value="Phone number"/> <input type="text" value="Fax number"/>								
Role/Position	<input type="text"/>								
c. Email address	<input type="text"/>								
d. Sector (please tick)	<input type="checkbox"/> Non-government <input type="checkbox"/> Government								

SECTION 2 TO BE COMPLETED BY PREVIOUS SCHOOL (within 5 working days)

1 Previous Schooling Information

a. School	i. Name of previous school	<input type="text"/>
	ii. Address of previous school	<input type="text" value="street address"/> <input type="text" value="suburb"/> <input type="text" value="state"/> <input type="text" value="postcode"/>

1 Previous Schooling Information (continued)

iii. Name of Principal/Delegate

first/given names

surname/family name

iv. Phone number

v. Email

vi. Person to contact for further information on this student

first/given names

surname/family name

vii. Phone number

viii. Email

b. Student

i. Enrolment date

(dd/mm/yyyy)

/

/

ii. Departure date

(dd/mm/yyyy)

/

/

iii. Grade/Level at departure date

iv. Previous three schools (if known)

1)

2)

3)

v. Reason/s for leaving previous schools (if known)

1)

2)

3)

2 Attendance

Attendance concerns

☐ Yes

☐ No

3 Health Care Needs

Health care needs

☐ Yes

☐ No

4 Areas of Interest/Talent

Indicate areas of interest/talent (brief description)

5 Support Needs (please tick)

	Yes	No	Cannot transfer/provide this information
a. Negotiated Curriculum Plan ¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Adjusted education program ²	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Career Guidance file held	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. School counsellor/psychologist file held*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Other learning support (specify - eg ESL...)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> <input type="text"/>
f. Accelerated Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Young Carers Role ³	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* Schools to consider legislative or policy requirements before sending this information. In Queensland a response will not be provided.

6 Progress in specific learning areas (over the last 12 months)

a. Literacy/English	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
b. Numeracy/Maths	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
c. Other learning areas (specify)			
<input type="text"/>	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
<input type="text"/>	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
<input type="text"/>	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
<input type="text"/>	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
<input type="text"/>	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level
<input type="text"/>	<input type="checkbox"/> Below level	<input type="checkbox"/> At level	<input type="checkbox"/> Above level

Latest student report available ☐ Yes ☐ No

* Indication only - see student report (if available) for further details.

7 Pastoral care and behaviour management

a. School disciplinary absences (in/out of school) in the last 12 months*	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Individual behaviour management plan	<input type="checkbox"/> Yes	<input type="checkbox"/> No

* This refers to such action as suspension, exclusion, expulsion, isolation or withdrawal.

¹ A negotiated curriculum plan refers to things such as an Individual Education Plan (IEP), Education Support Plan (ESP) or any curriculum plan which has been developed to suit the specific need of the individual student and is implemented in the student's school as part of their normal educational provision.

² An adjusted program refers to a program in which the student participates separately, alternative to the normal educational program provided within the school. It may constitute part of a school-based curriculum, or it may be conducted off-site or as a full-time program.

³ Young carers are children and young people who have caring and support responsibilities for a family member or friend who has a disability, is frail aged, or has chronic mental or physical illness.