Principal checklist
Young and Deadly Mob, beginning Term 4, 2023- Year 5

AURORA COLLEGE

Please note:

The information presented in this checklist should be read in conjunction with the following **key documents**:

- Enrolment principles
- Aurora College Coordinator statement of duties
- Student technology guidelines.

These documents and other support materials are available on the partner school information page of the Aurora College website https://aurora.schools.nsw.gov.au/partner-schools/resources-for-partner-schools.html.

I have:	Date due	Date completed
For application process:		
• received email inviting student to apply	8 June 2023	
• attended livestream event or viewed recording	23 June 2023	
• discussed opportunity with student's family	From 26 June 2023	
• completed Principal Application, including recent NAPLAN score (not band)	3 August 2023	
• Supported and assisted if necessary family/carers to complete Parents/Carer application	3 August 2023	
• assisted student as needed to create student application video	3 August 2023	
• Uploaded and submitted student's application video on behalf of student	3 August 2023	
If successful in application:		
• received notification from Aurora College of successful outcome advice Year 5 co-enrolment for Term 4, 2023.	18 August 2023	
• ensured parents have responded to offer of co-enrolment	24 August 2023	
• reviewed the documents listed above with key staff	30 August 2023	
• held an initial planning meeting with my team to discuss the Aurora College model and the implications for our school timetable in Term 4, 2023	30 August 2023	
• encouraged and supported parent/carers to attend livestream	31 August 2023	
• consulted with my team and approved their choice of Group for our co-enrolment(s) in 2023 for the Term 4 Year 5 Orientation Program	12 September 2023	
• forwarded the Group choice for our co-enrolment(s) for Term 4, 2023 in Year 5 to Beth Hodson (beth.hodson1@det.nsw.edu.au)	12 September 2023	
• forwarded to Beth Hodson (beth.hodson1@det.nsw.edu.au) the name and contact details of the teacher who will be provided with an allocation (funded by Aurora College) to fulfil the role of Aurora College Coordinator for Term 4	12 September 2023	

• facilitated supporting teacher to attend the Young and Deadly Mob Induction Day	12 September 2023	
• checked that my team has 'roomed' our co-enrolment(s) in a suitable area of the school where each student is able to connect to Aurora's virtual learning environment on a Department computer, connected to the network via Ethernet cable, (see Student technology guidelines for details).	18 September 2023	
• received confirmation from Aurora College of the Term 4 Orientation Program details of the online class allocated to my student/s	18 September 2023	
• facilitated student/s to attend the Student Orientation session from 2.00 pm to 3.00 pm	20 September 2023	
• facilitate student/s to connect to their first class, Day 1, Term 4	9 October 2023 10 October 2023	

For further information, please contact:

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