

Non-State Schools Accreditation Board

Surrender notice

Education (Accreditation of Non-State Schools) Act 2017

Section 73

Form SURR-F

Legislative background

The *Education (Accreditation of Non-State Schools) Act 2017* (the 'Accreditation Act') and the *Education (Accreditation of Non-State Schools) Regulation 2017* (the 'Accreditation Regulation') establish a legislative framework for accreditation and eligibility for government funding of Queensland non-State schools.

The Accreditation Act provides for the establishment of the Non-State Schools Accreditation Board (the 'Board'). The Board is an independent statutory authority that regulates non-State schooling in Queensland. Its responsibilities include making decisions on the accreditation and eligibility for government funding of non-State schools and changes in accreditation attributes of non-State schools, as well as monitoring governance arrangements and compliance with accreditation criteria.

Privacy information

Information about the collection of personal information on this form can be found in Section 2 of this form.

Important information

Governing bodies need to ensure that the form is completed fully and correctly, and that it addresses and complies with requirements of:

- the Accreditation Act
- the Accreditation Regulation and
- any other relevant documents published by the Non-State Schools Accreditation Board.

The Accreditation Act and Accreditation Regulation can be accessed at the Queensland Parliamentary Counsel website at <https://www.legislation.qld.gov.au/OQPChome.htm>.

Section 73 of the Accreditation Act provides for the surrender of an accreditation of a non-State school.

If the governing body, immediately before the surrender, is eligible for government funding for the school and the governing body surrenders all types of education the school is accredited for, the governing body is not eligible for government funding for the school from the day the surrender takes effect.

The individual making the declaration on this form for the governing body will be contacted in the first instance if any information submitted on this form requires attention or clarification.

The Board may require a governing body to provide further supporting information or documents.

Lodgement

The governing body can submit the completed form via [NSSAB Online Services](#).

1. Surrender details

1.1 School details	<i>Enter the details for the school whose accreditation is being surrendered by the governing body.</i>		
Name of governing body			
Name of school			
Address of host centre		Centre code	
1.2 Types of education	<i>Choose the type(s) of education that are being surrendered for the school.</i> ☐ Primary education ☐ Secondary education ☐ Special education		
1.3 Date surrender takes effect	<i>Enter the date the surrender takes effect.</i>		

2. Privacy information

This form collects information to enable the Non-State Schools Accreditation Board to update the register of non-State schools when a school's governing body is surrendering an accreditation of a non-State school under the *Education (Accreditation of Non-State Schools) Act 2017*.

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.

This form collects personal information about:

- a person authorised by the incorporated governing body to act for and on its behalf for the purpose of processing the application.

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

- the Queensland Minister for Education;
- the Director-General of Education;
- the Office of Non-State Education and other relevant areas of the Queensland Department of Education and Training;
- authorised persons appointed under the Accreditation Act; and
- Queensland Catholic Education Commission and Independent Schools Queensland.

In the event that the person submitting the form is providing personal information on behalf of someone else, it is the governing body's or school's responsibility to ensure that the person has the correct information and authority to submit the information.

Any personal information provided as part of a governing body or school will be shared amongst other registered users of that governing body or school.

Certain information collected in this form may also be published on the Board's website and under Open data (data.qld.gov.au) if suitable for release. In other instances, the information collected in this form can be disclosed without further consent where authorised or required by law.

3. Declaration

3.1 Authorised person and declaration	<i>The person authorised by the proposed governing body to act for, and on its behalf, for example the chairperson or secretary, is to complete the declaration and provide the contact details requested below.</i> <i>The authorised person as identified in the 'Declaration' will be contacted on the details provided if any information submitted in this form requires attention/clarification.</i>
Declaration	☐ I declare that the information provided in this form is, to the best of my knowledge, true and correct.
Full name	
Position in relation to governing body	
Telephone number(s)	
Email address	
Date	

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