



SCHOOL POLICY: ENROLMENT IN GOVERNMENT PRIMARY AND HIGH SCHOOLS

PUBLISHED: 2004

IDENTIFIER: EGS200404

CONTACT: School Operations

RELATED DOCUMENTS: Preschool Enrolments
Priority Enrolment Areas
Enrolment in Colleges
International Fee Paying Students

1. PURPOSE

To provide the context for the enrolment of children in primary and high schools.

2. DEFINITIONS

Priority Enrolment Area. A priority enrolment area is defined for each government school in the ACT. A priority enrolment area for a designated school is that area in which all resident students have priority for enrolment at that school. Priority enrolment areas are reviewed annually to take account of enrolment and accommodation projections. **ACT schools do not operate on a 'feeder' school system.**

Parent/carer is inclusive of those with parental responsibility.

3. POLICY STATEMENT

- 5.1 Within practical limits, parents may choose the school and type of education best suited to the needs of their children.
- 5.2 Schools will be comprehensive in nature. They will neither select nor exclude students on the ability to make financial contributions, on intelligence, on religious affiliation, or on any basis that is likely to lead to intolerance or social divisiveness.
- 3.3 Schools may enrol students to the capacity determined by the department as appropriate to their accommodation.
- 3.4 Each school must provide for and accept the students in its own priority enrolment area. Schools can accept out of area enrolments if there is space available after catering for students from the priority enrolment area.
- 3.5 Students resident in the ACT have enrolment priority over non-ACT residents.
- 3.6 Children seeking to enter kindergarten should be five years of age on or before 30 April.

4. EARLY ENTRY TO PRIMARY SCHOOL

The Directors (School Operations)

- in consultation with principals, have the final responsibility for deciding when early entry to primary school is appropriate to meet the educational, social and emotional needs of gifted and talented students
- in consultation with principals, have final responsibility for movement of gifted and talented students between sectors eg. preschool to primary school, primary to high school.

5. OUT OF AREA ENROLMENTS

- 5.1 Schools may accept out of area enrolments provided space is available after catering for in area enrolments.
- 5.2 School boards determine their own priorities for accepting out of area enrolments. In establishing priorities for out of area placements, school boards should not give precedence to non-ACT residents.
- 5.3 Entry for siblings of out of area enrolments cannot be guaranteed.
- 5.5 NSW resident students are welcome to enrol in ACT schools but parents/carers of students resident in NSW cannot assume enrolment rights for their children at their preferred schools.
- 5.6 The needs of the system will be considered when placing students who are resident in NSW. NSW residents who cannot be accommodated at a particular school may be offered placement at schools that have the capacity to accommodate them. NSW residents may approach schools directly or they may be referred to the School Operations.
- 5.7 With the exception of K-10 schools, transition to the high school in the area of current enrolment cannot be guaranteed.
- 5.8 Students will not be offered placement into special programs prior to their enrolment into a school.

6. APPEALS PROCESS

- 6.1 An applicant for high school enrolment has the right to lodge an appeal against his/her placement.
- 6.2 The appeals panel will only consider the grounds expressed on the enrolment application card. Applicants may elaborate on these grounds but the appeals panel will not consider additional grounds, unless these can be shown to have altered since the original application.
- 6.3 The decision of the panel is final.
- 6.4 Students will be notified of the outcome of their appeal within seven working days of the Appeals Panel meeting.