



# Student Enrolment Policy



## Help for non-English speakers

If you need help to understand the information in this policy please contact Black Hill Primary School.

### Purpose:

- To outline the guidelines under which student the school will accept enrolments for.
- To maintain consistency between school, Regional and DET policies.

### **BACKGROUND:**

Based on 20 year trends, the Department of Education and Training projection for the Long Term Enrolment (LTE) at Black Hill Primary School is in the range of 535-550 students. Black Hill Primary School has had over 500 enrolments since 2003. Based on the schools current facilities and ability to offer after school care the Black Hill Primary School Council has put the preferred enrolment for the school as up to 550 students, understanding that we are obliged to cater for fluctuations in the school's 'neighbourhood' enrolment zone.

### Aims:

Department of Education and Training enrolment policy is:

- to provide each child with the right to a place in the designated neighbourhood school
- wherever practicable, to provide parents/guardians with an opportunity to enrol their child at the same school as that being attended by an older brother or sister who resides at the same address
- to allow parents/guardians not wishing to send their child to the neighbourhood school to select any alternative school in which space is available and
- to contain enrolments in each school within the limits of available resources as determined by the Regional Director.

In most instances the designated neighbourhood school is defined as the school that is nearest to a student's permanent residential address. However, in some instances the Regional Director may need to restrict new enrolments at a particular school and will therefore specifically designate the neighbourhood area. In such circumstances the designated neighbourhood school may not be the nearest school for some students.

In exceptional circumstances, students may be enrolled on compassionate grounds where there are significant family or individual circumstances.

The school will accept enrolments in keeping with Department of Education and Training policy specifically relating to:

- the right to a place as the designated neighbourhood school: and
- providing parents/guardians with an opportunity to enrol their child at the same school as that being attended by an older brother or sister who resides at the same address

This policy allows parents/guardians maximum freedom of choice of school while protecting the right of all parents/guardians to arrange the placement of their child in the designated neighbourhood school if they so desire.

*(from Schools Reference Guide, 4.1)*

### **Implementation:**

- Enrolments for the school will be accepted for up to 550 students.
- Preference will be given to children enrolled in the Black Hill Kindergarten living in the local neighbourhood
- Enrolments for students not entitled to the right to a place under Department of Education and Training Policy and the School Enrolment policy of 550, will be placed on a waiting list and notified when a placement becomes available.

Where there are insufficient places at Black Hill Primary School for all students who seek entry, students should be enrolled in the following priority order unless determined otherwise by the Regional Director:

- students for whom the school is the designated neighbourhood school
- students with a brother or sister who has the same permanent residential address and who will be concurrently attending the school
- students who are enrolled in the Black Hill Kindergarten
- in those instances where the Regional Director has restricted the enrolment of a school, students for whom the school is the nearest one to their permanent residential address
- students seeking enrolment on specific curriculum grounds
- other students in order of closeness of their home to the school.

### **POLICY REVIEW AND APPROVAL**

#### **EVALUATION:**

This policy is to be reviewed as part of the school's **three-year** review cycle.

<b>Created date</b>	<b>March 2018</b>
<b>Consultation</b>	Staff, Parents, School Council Policy Sub-Committee
<b>Endorsed by</b>	Black Hill Primary School Council and school principal
<b>Endorsed on</b>	April 2024
<b>Next review date</b>	April 2027