Enrolment Policy
October 2014

In N.S.W. students between the ages of 6 and 17 are required to be enrolled at a government or registered non-government school and to attend school on each day that instruction is provided or to be registered for home-schooling.

It is the duty of the parent or carer of the student to ensure that these obligations are fulfilled.

GENERAL PRINCIPLES

- A student is considered to be enrolled when he or she is placed on the admission register
- A student should be enrolled in one school only at any given time.
- Children are entitled to be enrolled at the school that is designated for the intake area within which the child’s home is situated and that the child is eligible to attend.
- Parents may seek to enrol their child in the school of their choice.
- School local areas are to be determined by staff in the Department of Education and Community
- Schools are to set an enrolment number to cater for anticipated local demand and to seek to ensure that every eligible local child has a place at his or her local school if he or she chooses to attend it.
- Schools are required to provide a written policy which states the grounds on which non-local enrolments will be accepted
- The primary criteria for acceptance of non-local enrolments will include the availability of staff and permanent classroom accommodation
- The policy and criteria should be expressed in plain English and in community languages where necessary. It should be made clear what considerations will be given to each criteria
- No person will be discriminated against in enrolment on the grounds of their sex, age, race, religion, ethnicity, disability, sexual preference or marital status.
- Principal MAY REFUSE ENROLMENT of a student on the grounds of previously documented violent behaviour if there is evidence that the student has not learned the appropriate skills to manage this behaviour.

PRIMBEE P.S. LOCAL DRAWING AREA

- All parts of the Primbee township
- Primbee Rd up to and including the South Pacific Park Village
NON-LOCAL ENROLMENTS

Criteria for selecting amongst non-local enrolment applications will be documented and made available, in advance, to parents who are interested in enrolling their children.

CRITERIA

- Sibling already enrolled
- Medical reasons
- Safety and supervision of students before and after school
- Structure and organisation of the school
- Compassionate circumstances
- Special interests and abilities
- Proximity and access to the school

The enrolment of students outside the school’s boundaries depends on the following criteria:

- An application form has been completed and the placement panel has considered the reasons are genuine and will benefit the child educationally.
- The enrolment will not result in additional staff and accommodation.
- Proof of the intention to live in the local area e.g. address of new home currently being built (if applicable).

Where places are not available, parents can place their child on a waiting list which will remain current for one year.

If necessary a panel will be formed to make decisions about placement at our school. The panel will consist of the principal and a member of staff.

A written explanation of the Placement Panel’s decision will be provided to parents and carers.

For all other information on attendance see Attendance Policy.