

IRRAWANG PUBLIC SCHOOL

SAFETY RESPONSIBILITY

LEARNING

RESPECT

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Non-Local Primary School Application

Student Information

Family Name _____ Date Of Birth _____
Given Names _____ M/F _____
Address _____ Home Phone _____

Mobile _____
Parent/Guardian Name _____ Work Phone _____
Relationship to Student _____ Present Grade (K-6) _____
Present School _____

Non-Local School Placement Request

School Year applied for _____ Proposed date of enrolment _____

Other Schools Applied for _____

Reasons for application: (specifically address criteria in school enrolment policy)

Parent/Caregiver's Signature _____ Date _____

In assessing the application of the criteria to individual cases, the panel will consider only those matters presented on the application form and not oral or other submissions. The decisions made by the placement panel must be made within the context of the agreed enrolment ceiling and the buffer retained for local students arriving later in the year. The placement panel should record all decisions and minutes of meetings are to be available on request by the district superintendent.

Criteria for Non-Local Enrolment Applications

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

Criteria could include factors such as (criteria are not listed in a priority order):

- > siblings already enrolled at the school
- > significant extenuating circumstances related to wellbeing/DCJ/police
- > access to single-sex education
- > medical reasons
- > safety and supervision of the student before and after school
- > availability of subjects or combinations of subjects
- > special interests and abilities
- > compassionate circumstances
- > proximity and access to the school
- > structure and organisation of the school

The principal will ensure that the established criteria are applied equitably to all applicants. Parents should be provided with an explanation of the decisions of the placement panel in writing, should they request it.

Waiting Lists

Waiting lists may be established for non-local students. Parents should be advised in writing if their child is to be placed on a waiting list and his or her position on it. The size of the waiting list should reflect realistic expectations of potential

vacancies.

Waiting lists are current for one year.

Appeals

Where a parent wishes to appeal against the decisions of the placement panel, the appeal should be made in writing to the principal. Where required, the principal should provide or arrange assistance, such as an interpreter, to enable the appeal to be set out in writing. The principal will seek to resolve the matter.

If the matter is not resolved at the local level the district superintendent will consider the appeal and make a determination. The district superintendent will consult with the relevant principals and school communities as necessary.

The purpose of the appeal is to determine whether the stated criteria have been applied fairly.