

Corrimal High School

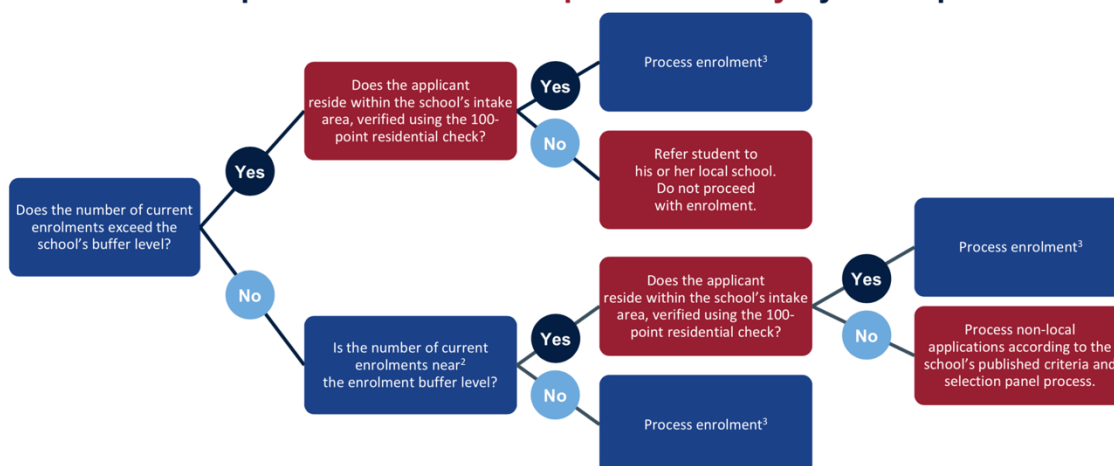
Respect Responsibility Safety



Corrimal High School Enrolment Policy

All students who reside in the Corrimal High School drawing area will be accepted for local enrolment. Based on the current enrolment, and predicted future enrolments, the new enrolment cap and buffer will not impact on local enrolments. This will be monitored and revised each year.

For schools with a designated intake area: Standard enrolment application decisions¹ to implement **enrolment caps set centrally** by the department



¹ For exceptional circumstances, this process may be waived or varied by the principal subject to approval by the Director Educational Leadership.

² 'Near the buffer level' means that the total number of non-local applications being considered is more than the number of available places outside the buffer. Local enrolments are processed before non-local enrolments.

³ Additional enrolment processes may be in place, eg kindergarten enrolment, Year 6 to 7 transition, enrolment of students with special learning or support needs, enrolment of students into particular education settings, etc.

For more information on the changes to the department's enrolment policy, visit: <http://education.nsw.edu.au/enrolment-policy-changes>.

Corrimal High School Enrichment Class

Corrimal High School offers an enrichment class to high potential or gifted students. Only students who have been accepted for enrolment can be considered for enrichment class placement.

Criteria are applied for the formation of Corrimal High School's enrichment class, however, the class is not designated as a Selective class, nor is the school identified as partially Selective.

Proof of residency

If required, Corrimal High School will undertake a 100 point check to verify that a student presenting for enrolment resides within the school's designated intake area. In exceptional circumstances, the Principal may waive this requirement subject to approval by the Director, Educational Leadership.

100-point residential address check in some schools with a designated intake area

Schools that are above or near (i.e. the number of non-local enrolment applications received exceeds the number of enrolment places available outside the local enrolment buffer) their buffer level use the following 100-point residential address check to verify that the student being presented for enrolment lives within the intake area.

| Document showing the full name of the child's parent | Points |
|--|---------|
| 1. Only one of (i.e. no additional points for additional documents) 1.1. Council rates notice 1.2. Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt 1.3. Exchanged contract of sale with settlement to occur within the applicable school year | 40 |
| 2. Any of the following 2.1. Private rental agreement for a period of at least 6 months 2.2. Centrelink payment statement showing home address 2.3. Electoral roll statement | 20 each |
| 3. Any of the following documents 3.1. Electricity or gas bill showing the service address* 3.2. Water bill showing the service address* 3.3. Telephone or internet bill showing the service address* 3.4. Drivers licence or government issued ID showing home address* 3.5. Home building or home contents insurance showing the service address 3.6. Motor vehicle registration or compulsory third party insurance policy showing home address 3.7. Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this. | 15 each |

* up to three months old

Corrimal High School Non-Local Enrolment Policy

Corrimal High School recognises that children are best enrolled at the local high school that is designated for the intake area where the child's home is situated and the child is eligible to attend. This local school can be determined by use of the school finder tool <https://education.nsw.gov.au/school-finder>

Criteria for the enrolment of non-local students may include:

- siblings already enrolled at the school
- compassionate circumstances
- medical reasons
- safety and supervision of the student before and after school
- availability of subjects or combinations of subjects
- structure and organization of the school
- proximity and access to the school
- recent change in the local intake area boundaries

Criteria for the enrolment of non-local students will not include student ability, performance or achievement.

Responding to non-local enrolment applications

When a non-local enrolment application is received, the Principal will inform the Principal of the student's local school.

The Principal will ensure that relevant staff know whether they can or cannot accept non-local enrolments and ensure that advice and communication provided to parents is consistent. Protocols have been developed in collaboration with local High Schools to ensure that communication and advice provided to parents is consistent and supportive of public education. This includes requesting that a parent attends the local school to meet that school's Principal before any non-local enrolment application is considered.

Procedures for non-local enrolment applications can be found at: <https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment>

Enrolment panels

If Corrimal High School exceeds their buffer, the school cannot enrol non-local students, without the approval of the Director, Educational Leadership.

When the number of non-local applications received exceeds the number of places available below the local enrolment buffer, applications will be considered by a non-local enrolment panel. The Principal will also seek the approval of the Director, Educational Leadership before agreeing to enrol the student.

The enrolment panel includes:

- A member of the executive staff (chairperson)
- A member of the school's teaching staff
- School community member, nominated by the school's P & C Association

Where possible, the Principal will not be part of the enrolment panel so that any appeal can be considered by the Principal in the first instance.

Waiting Lists

Where no non-local places are available within the Corrimal High School buffer, a waiting list for students may be established by the Principal. The length of the waiting list will reflect realistic expectations of potential vacancies and ensure that all students can participate in the relevant transition processes.

Appeals

Appeals against the decline of non-local enrolment applications must be in writing. They will be managed by the Principal in the first instance with the purpose to determine whether the stated criteria have been applied equitably.

The Director, Educational Leadership is the final decision maker for appeals against the decline of non-local enrolment applications as per the General Enrolment Procedures (at <https://education.nsw.gov.au/policy-library/associated-documents/pd-2002-0006-01.pdf>).