



Rainbow Street Public School

ENROLMENT POLICY

Introduction

The *Education Reform Act 1990* outlines the objectives of education and the legal requirements for compulsory schooling. In brief, students above the age of six must be enrolled at a government or registered non-government school, and attend school on each day that instruction is to be 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.

The enrolment of students at Rainbow Street Public School is consistent with the principles and practices outlined in the Department of Education's *Enrolment of Students in NSW Public Schools: A Summary and Consolidation of Policy* (August 1997). A full copy of this document can be found at: <https://education.nsw.gov.au/policy-library/policies/enrolment-of-students-in-nsw-government-schools-a-summary-and-consolidation-of-policy>

Local Area Enrolments

Enrolment of students at Rainbow Street Public School is open to all families residing within the school's designated catchment area (local enrolment). Parents/carers seeking to enrol their child must provide proof of the student's residential address. This includes:

- Land rates or a rental agreement; **and**
- Two additional documents, for example, utilities bills (water, electricity, gas, phone etc.), car registration, driver's licence or bank statement.

NOTE: All documents provided must be originals or a copy certified by a Justice of the Peace.

Enrolment Buffer

The Department of Education does not provide additional accommodation (permanent or temporary/demountable) for increased enrolments resulting from non-local placements. An enrolment buffer is used to plan for and accommodate local students arriving throughout the year. This buffer is determined by the number of students identified in the school's enrolment capacity. Our enrolment buffer is set at 5% of the total student population. The size of the buffer is based on historical data, enrolment fluctuations and the number of families moving into and out of the area.

Non-local Area Enrolments

The school community acknowledges that parents/carers may seek to enrol their child in a school out of their local area.

Typically our school only enrolls local area students. An exception to this may be determined where parents/carers demonstrate that they meet the criteria for non-local applications **and** there is a placement space available in the grade where the enrolment is being sought and in consideration of the school's teaching resource.

The Principal will ensure that all criteria is applied equitably to all applicants.

The criteria to be considered in determining selection of non-local applicants includes:

- Siblings already enrolled at the school
- Proximity to the school enrolment boundary
- Medical reasons
- Compassionate circumstances
- Safety and supervision of the student before and after school
- Special interests and abilities
- Structure and organisation of the school

The criteria are not listed in priority order.

No student seeking enrolment nor their family will be discriminated against on the grounds of their sex, age, race, religion, ethnicity, disability, sexual preference or marital status.

Children Of Rainbow Street Public School Staff

Staff will be permitted to make an application for non-local enrolment. Staff will be required to demonstrate how the enrolment of their children in their own local school would cause undue hardship and impact on their capacity to participate fully as a member of Rainbow Street Public School staff.

Placement Panel

A placement panel will be used for non-local placement. The panel will consider and make recommendations on all non-local enrolment applications. The panel must include the Principal (as chair), one member of staff and one school community member nominated by the school's parent organisation (Parents and Citizens Association). The principal will have casting vote if required.

For enrolment the following year, the panel will meet in the first week in December. The panel will also meet once a term for placement the following term unless there are special circumstances.

Appeals

Where a parent wishes to appeal against a decision of the placement panel, the appeal should be made in writing to the Principal.

Support Class Placement

Specialist support classes are available for students with moderate to high learning and support needs – as defined by the department's disability criteria. Specialist support classes at Rainbow Street Public School cater for students with moderate to high learning and support needs including students with:

- intellectual disability
- autism spectrum disorder

Applications for placement are through the Access Request process. An Access Request is usually arranged by the school learning and support team at the local public school, but can also be organised through the local Educational Services team if a child is not yet enrolled. Teams can be contacted on 131 536.

A student is offered enrolment in a specialist support class in a regular school through a placement panel process. A student's eligibility is determined through the department's disability criteria as well as the availability of a place in an appropriate specialist support class.

Accurate Information

Giving false or misleading information on an Application to enrol in a NSW Government school form is a serious offence.

Policy Review

This policy will be reviewed annually in response to local area demand. Please check with the school to ensure that you have the latest policy. This policy may also be reviewed as required as local conditions may change.

This policy has been developed in consultation with the school staff and the Parents and Citizens Association.