



## KENT PARK PRIMARY SCHOOL ENROLMENT POLICY

### PHILOSOPHY

Children of school age have the right to be admitted to their designated neighbourhood government school at the beginning of the school year unless an approved alternative placement has been arranged.

Before admitting a student schools must:

- collect relevant admission information
- obtain a completed enrolment form
- provide a privacy notice to the enrolling parent/carer/guardian explaining the use to be made of admission information. For sample notices see: Privacy within Department resources
- collect and record an immunisation status certificate – primary students.

### FOR ADMISSION, ALL APPLICANTS MUST BE -

- an Australian citizen, or a student with relevant specified visas or Immicard see : International Student Program
- deemed eligible and approved for enrolment by the principal or relevant regional director.

### AGE ELIGIBILITY AND APPROVAL REQUIREMENTS

Regulations establish the minimum and maximum ages for enrolment in government schools.

Schooling is compulsory for students aged from 6 – 17 years unless an exemption from attendance has been granted. For exemption categories and process see: Attendance

### PRINCIPALS HAVE THE RESPONSIBILITY TO

- ensure eligibility and approve the admission of individuals who are at least 5 years of age by 30 April of the year of enrolment
- provide each student with a place in their designated neighbourhood school. In the case of Kent Park Primary School the designated neighbourhood school is defined as the school that is nearest 'in straight line distance' to a student's permanent residential address
- provide a place for students with a brother or sister who has the same permanent residential address and who will be concurrently attending the school.
- provide for students in order of closeness of their home to the school.
- to enrol all students for whom Kent Park Primary School is their designated neighbourhood school, even when this exceeds the agreed nominal ceiling.



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<b>Date Implemented</b>	2014
<b>Author</b>	DET/Principal/Assistant Principal
<b>Approved By</b>	School Council
<b>Approval Authority</b>	<i>Josef Bortignon</i> <i>Alison Macauley</i>
<b>Date Reviewed</b>	June 2016
<b>Date Ratified</b>	July 11 <sup>th</sup> , 2016
<b>Responsible for Review</b>	Principal/Assistant Principal
<b>Review Date</b>	June 2019

**EVALUATION** - This policy will be reviewed as part of the school's annual review cycle.