



Kambora Public School

Respect • Responsibility • Personal Best

Enrolment Policy

Rationale

At Kambora Public School we believe that students attend school to participate in quality education that will help them to become self-directed, lifelong learners who can create a positive future for themselves and the wider community.

'No person will be discriminated against in enrolment on the grounds of their sex, age, race, religion, ethnicity, disability, sexual preference or marital status.' NSW DET Enrolment Guide

Definition

The Education Reform Act 1990 requires students between the ages of six and fifteen 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.

A student is considered to be enrolled at Kambora Public School when he or she is placed on the admission register.

Enrolment Ceilings

Kambora Public School enrolments are capped at 270 students based on available permanent accommodation. This also includes an enrolment buffer based on historical data, on enrolment fluctuations and on the number of families moving into or out of the area.

Enrolment

Children are entitled to be enrolled at Kambora Public School if child's home is situated in the designated intake area for the school. (see map attached)

Whilst under the NSW DET Enrolment Guide, parents may seek to enrol their child in the school of their choice; preference will be given to those living within the school's designated intake area. Children living outside of the school's local area will still be considered for enrolment.

Please Note: The Warringah Community of Schools (WCS) strongly encourages students to enroll in their designated local public school.

Enrolment of Non-local Students

If the demand for non-local places exceeds availability, the school will establish a placement panel to consider and make recommendations on all nonlocal enrolment applications. The panel will comprise the principal, one staff member currently responsible for the grade/stage in which the child is seeking enrolment and a school community member nominated by the P&C Association. The panel will be chaired by the principal who will have a casting vote.

Please complete the application for 'Non-Local Enrolment' at the end of this policy and submit it along with your 'Application for enrolment' to the Kambora Public School office.

Criteria for admission will include but is not limited to:-

- proximity and access to the school
- siblings already enrolled at the school
- medical reasons
- safety and supervision of the student before and after school
- special interests and abilities
- compassionate circumstances
- 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 will be advised in writing if their child is to be placed on a waiting list and his or her position on it.

Waiting lists will be current for one year.

Enrolment of Non-Australian Citizens

Non-Australian citizens entering Australia must hold a valid visa and are subject to the specific travel, entry and residency conditions set by the Department of Immigration and Multicultural Affairs (DIMA).

Education is compulsory for non-Australian citizens between the ages of six and fifteen holding a visa granting them permanent resident status and New Zealand citizens holding current New Zealand passports. Outside these ages they may enroll under the same conditions as Australian citizens.

The temporary resident visa allows for the enrolment on a temporary basis of school aged students in a New South Wales government school. Enrolment is only for the period specified on the visa.

Kindergarten Enrolment

Children may enrol in Kindergarten at the beginning of the school year if they turn five years of age on or before 31 July in that year.

Parents enrolling their children at Kambora Public School are asked to provide the following documentation:-

- Proof of student's residential address
- Birth Certificate or identity documents
- Copies of an family law or other relevant court orders (if applicable)
- Immunisation history statement

Children who are not permanent residents need to provide the following documentation:-

- Passport or travel documents
- Current and previous visas

Children on a temporary visa need to provide the following documentation:-

- Authority to enrol
- Authority to enrol or evidence of permission to transfer
- Evidence of the visa the student has applied for

Please note fees may apply to non permanent residents and temporary visa holders. A copy of the fee schedule is available from the administration office.

Immunisation

Parents have the right of not having their children immunized, however, under the *Public Health (Amendment) Act 1992*, in the event of an outbreak of a vaccine preventable disease, unimmunised children will be required to remain at home for the duration of the outbreak.

Early Enrolment of Students who are Gifted and Talented

Children wishing to be considered for early entry to Kindergarten at Kambora Public School based on gifted and talented grounds will need to have a comprehensive evaluation of intellectual functioning, academic skills and social-emotional adjustment. These needs to be undertaken by the school counsellor or a registered psychologist. Judgements about the student's emotional maturity should include input from the student's parents and the school counsellor or psychologist.

Those considering early enrolment may wish to note that a review of the research reveals a consensus that, for successful outcomes, a child should be within six months of approved entry age. (*Guidelines for Accelerated Progression*, Board of Studies, New South Wales, 1991. Page 9.)

Related Documentation

- Enrolment of Students in NSW Government Schools: A Summary and Consolidation of Policy
- Application to enrol in a NSW public school
- Parent information about the enrolment form
- Temporary residents program
- Kambora Public School Attendance Policy



Kambora Public School

Respect • Responsibility • Personal Best

Application for Non-Local Primary School Enrolment

*This application should be completed after reading the Kambora Public School Enrolment Policy.
A copy of this policy is available on the school's website.*

A. Student Information

Family Name: _____ Date of Birth: _____
Given Names: _____ Male: Female:
Address: _____ Home Phone: _____
_____ Work Phone: _____
Post Code: _____ Mobile Phone: _____
Parent or Guardian's name: _____ Relationship to student: _____
Present School _____ Present Year/Grade: _____

B. Non-Local School Placement Request

School Applied for: **KAMBORA PS**
Year/Grade: _____

Proposed date of Enrolment: _____

Reasons for enrolment: _____

Please attach any further information that you feel may be relevant

I have also applied for enrolment at the following non-local school/s _____

My local designated Public School is: _____

Parent or Guardian's Signature _____

Date: _____

C. School Use Only

Date Received: _____ Place Available: _____ Parent Advised on: _____

Notes: _____

Please forward this form to the School Office for consideration.

