

Purpose

To ensure students have access to neighbourhood schools and the freedom to choose other schools subject to facility limitations.

Definition of Designated Neighbourhood School

The designated neighbourhood school is the school that is nearest the student's permanent residence, as indicated by the findmyschool.vic.gov.au website unless the Regional Director:

- needs to restrict new enrolments at a school
- has designated the neighbourhood boundaries for the school.

Attending a school that is not the student's designated neighbourhood school

Students are able to apply for a place at a school that is not their designated neighbourhood school. All requests from students living outside the school's zone will be considered by the Principal at the preferred school. This will require filling in an Expression of Interest form. (Appendix A)

Priority Order of Placement

Where there are insufficient places at a school for all students who seek entry, students are enrolled in the following priority order:

1. Students for whom the school is the designated neighbourhood school.
2. Students with a sibling at the same permanent address who are attending the school at the same time. Priority will be given according to proximity to designated boundary.
3. Where the Regional Director has restricted the enrolment, students who reside nearest the school.
4. Students seeking enrolment on specific curriculum grounds.
5. All other students in order of closeness of their home to the school.
6. In exceptional circumstances, compassionate grounds.

Exceptional Circumstances

Our school recognises there are exceptional circumstances where a student may be unable to attend their designated neighbourhood school, or where on compassionate grounds the student should be offered a place at another government school.

In instances where there are exceptional circumstances and the student is unable to attend their designated neighbourhood school, the student will generally be offered a place at the school in next closest proximity to the student's permanent address, unless there is substantive evidence that placement at another government school is required.

Each application will be dealt with on a case-by-case basis. Our school may request written documentation to support a request for consideration on compassionate grounds, such as reports from social workers or mental health professionals.

Determining Permanent Residence

Definition of 'Permanent Residence'

For the purpose of student enrolment in Victorian government schools, the permanent place of residence is considered to be the address at which a child permanently resides at the time of enrolment.

When the student has two addresses

In the case of shared parenting arrangement, where a child resides at multiple addresses, the child's 'permanent residence' is the address at which the child spends the majority of their weekdays as described in a parenting plan or court order, or confirmed in writing by both parents via a statutory declaration.

If the child spends an equal amount of time at two addresses, both addresses will be considered the child's permanent address and the child will be entitled to enrol in the designated neighbourhood school for either address (or any other Victorian government school subject to entry criteria and capacity).

The final choice of which school the child ultimately attends rests with the parents/carers or student if they are an adult or mature minor for the purpose of making enrolment decisions.

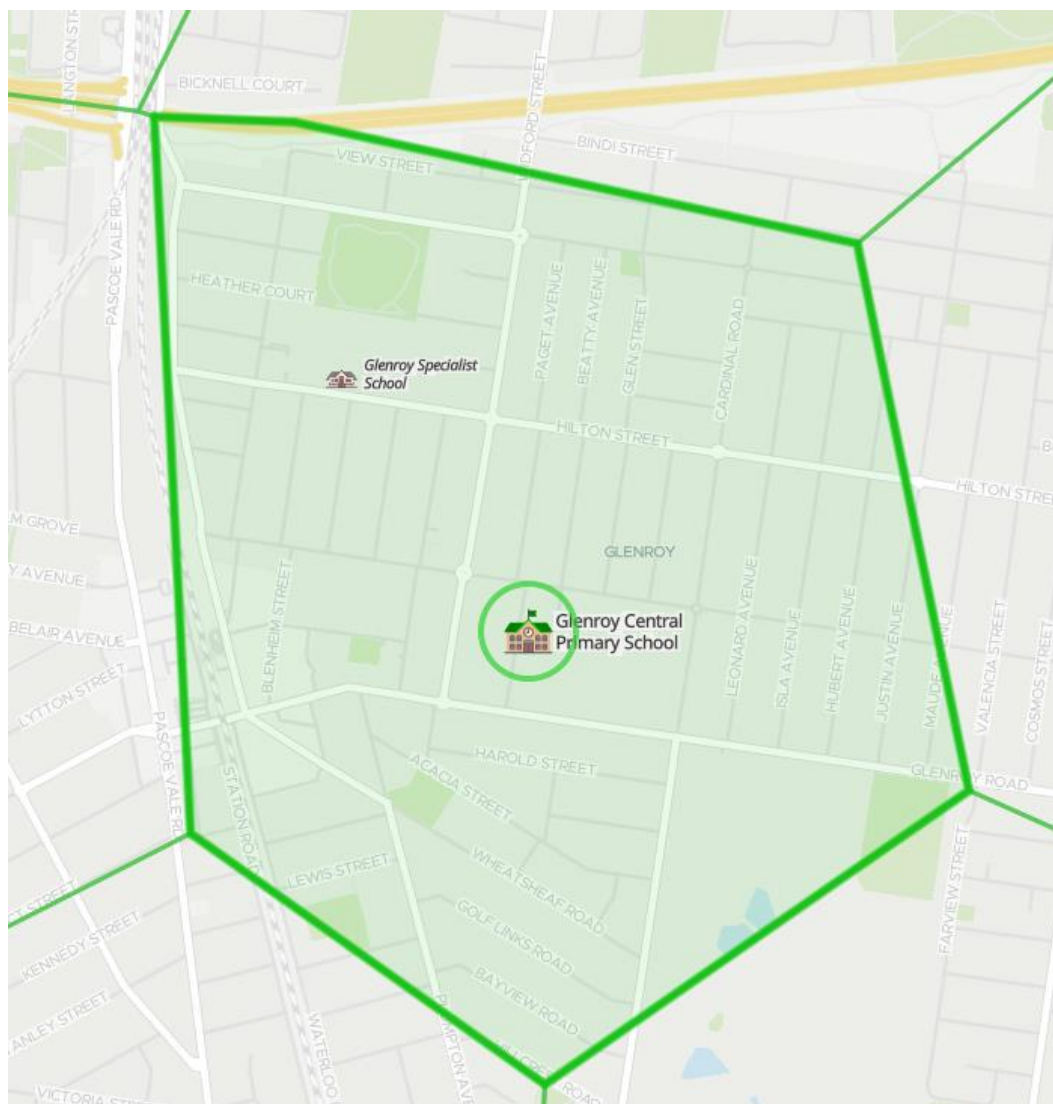
Evidence for Demonstrating Permanent Residence

In verifying a student's permanent residence when assessing enrolment applications, our school may request parents/carers to provide supporting documentation such as original or certified copies of rental agreements or unconditional contracts of sale, electoral roll confirmation, council rates notices or other official documentation that demonstrates permanent residence at that address such as a driver's license or health care card.

Evaluation:

This policy is to be reviewed as part of our school's three-year review cycle.

Our school zone as designated by the Find My School website:





Glenroy Central Primary School

Expression of Interest -

ENROLMENT AT GLENROY CENTRAL PRIMARY SCHOOL

Parent Name	
Current Address <small>Proof provided to Office Yes / NO</small> <small>Signed:</small>	
Contact number	

Child/ren's names	Age	Date of Birth	Current Grade

Have you attended this school before?	
Current school/kinder <small>Reports provided YES / NO / NA</small>	

Reason for enrolment	
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OFFICE ONLY: DATE: _____

Action: _____

