



PROCEDURE: Enrolment

UPDATED: 2018

REVIEWED BY: Warren Welham

STATEMENT OF INTENT:

Northlakes High School accepts 'in-zone' enrolments from its designated drawing area, in lieu with Department of Education Policy

APPLICABILITY:

All prospective schools.

DoE POLICY/PROCEDURE REFERENCE:

Enrolment of students in NSW Government Schools (2004)

DEFINITION:

In-Zone Enrolments

Northlakes High School accepts "in zone" enrolments from the following drawing areas:

- San Remo,
- Doyalson,
- Blue Haven,
- Budgewoi,
- Halekulani,
- Buff Point

For students residing in these areas, Northlakes High School will be their local High School. Students from these areas have automatic right to enrolment at Northlakes High School.

Out of Zone Enrolments

Students who reside outside the drawing areas listed above, will be considered to be "out of zone". Generally, "out of zone" enrolments will not be accepted at Northlakes High School.

Special Circumstances

Where special circumstances exist, a student may be considered for "out of zone" enrolment. Such special circumstances could include a strong, fully documented welfare reason for the student to enrol somewhere other than their local high school, or where the student has welfare or special needs that cannot be met by their local high school.

Students with special circumstances will only be considered for placement if there is room in the classes already established for the 'in zone' students. Additional classes cannot be formed in order to provide places for "out of zone" enrolments.

To be considered for a special "out of zone" enrolment, the student's parent/caregiver must complete and submit the attached Application for Out of Zone Enrolment to Northlakes High School.

This application must be accompanied by any relevant documentation and must, where possible, be endorsed by the student's current school Principal. Northlakes High School will contact the student's current school to seek further information if necessary.

The Northlakes High School Enrolment Committee is made up of:

- Principal or Deputy Principal
- A member of the teaching Executive
- A representative of the school's P & C Association
- The School Counsellor (where applicable)

RATIONALE:

This Policy is intended to:

- Ensure local resources are used for local students
- Ensuring parents and schools work together to resolve complex issues
- Students are engaged in an appropriate educational program
- Ensuring balance and diversity with student population

PROCEDURES:

- Refer to Enrolment Implementation Plan 2016