



Enrolment Policy

1. Rationale

Kirrawee High School has a proud tradition of academic, including languages, performance and sport achievement. The school's local area is determined by the Department of Education (DE). In accordance with the Education Reform Act 1990 this school ensures that every eligible local child will have a place at Kirrawee High School if he or she chooses to enrol here.

2. Aims

- 2.1 To provide information for prospective students/carers and parents.
- 2.2 To provide a consistent and transparent process for the enrolment of students.

3. Implementation

- 3.1 The Years 6 to 7 process begins every year during Term 1 with local advertisements and a parent information evening.
- 3.2 All relevant documents are handed out at the Information Evening and available on the school website after that date (approximately Thursday Week 5 Term 1).
- 3.3 Local applicants must verify their address with three forms of identification including council rates or a lease agreement.
- 3.4 Students wishing to enrol will be required to complete an *Application to Enrol in a NSW Government school* form. It must be noted that until a completed application to enrol form has been accepted by the school, a child's enrolment at Kirrawee High School has not been finalised.
- 3.5 The enrolment cap is the number of students that can be enrolled at a school based on the school's permanent accommodation.
- 3.6 If the school is at capacity, it will not accept non-local enrolment applications unless there are exceptional circumstances.
- 3.7 Non-local applicants in Years 8-12 are invited to submit an *Expression of Interest* form. Applications must include a copy of the students last school report and any other supporting documentation. All expression of interest forms received are held on file.
- 3.8 Should a position become available, only students who have submitted an expression of interest application will be considered for placement.
- 3.9 Where a place exists, siblings will be given priority over other applicants and will be ranked and selected on evidence that a student in taking full advantage of the opportunities available that would maximise educational outcomes.

4. Associated Documents

- 4.1 Expression of interest form (from the primary school)
- 4.2 Year 7 Non Local Placement Policy and Procedures
- 4.3 Non Local Application for Placement
- 4.4 Years 8-12 Non Local Placement Policy and Procedures
- 4.5 Local Boundary Map
- 4.6 Application to Enrol in a NSW Government School





5. Evaluation

5.1 This policy will be evaluated as part of a three year cycle or when necessary

6. Contact

6.1 Head Teacher Administration, Communication and Engagement

Criteria Used to Select Applicants from the Expression of Interest List

Siblings of students currently enrolled at Kirrawee High will be given priority over other non-local applicants.

All non-local applicants will be ranked and selected on evidence that a student in taking full advantage of the opportunities available that would maximise educational outcomes.

- Special interests and a demonstrated commitment to learning and personal academic progress.
- Success in music/band, performing arts, sport.
- Leadership experiences/training, social justice and citizenship.
- Siblings and/or parents currently at Kirrawee High School.
- Experience or interest in studying languages.
- Other compassionate and/or family reasons.

