



NON LOCAL ENROLMENT INFORMATION

Non-local enrolment applications are only considered by schools that can accommodate the child below the set local enrolment buffer level. In determining whether the school can accommodate a child the principal considers:

- the child's age
- the type of school
- the resources of the school
- the existing number of permanent classrooms and other facilities at the school.

Except for enrolments at the commencement of the school year, schools that have not reached their local enrolment buffer level should only accommodate non-local enrolments into classes with available places.

In schools where demand for non-local enrolment exceeds the number of available places below the enrolment buffer, the school must develop non-local enrolment criteria and establish an enrolment panel to consider and make decisions on all non-local enrolment applications.

Applications

Non-local enrolment applications include the Application to enrol in a NSW Government school and a non-local enrolment application form. The non-local enrolment application form is developed by the school and requires the applicant to address the selection criteria.

Criteria

Criteria for Brighton-Le-Sands:

- siblings already enrolled at the school
- compassionate circumstances
- safety and supervision of the student before and after school
- recent change in the local intake area boundaries
- availability of subjects or combinations of subjects

Criteria must not include student ability, performance, or achievement. Priority should be given to siblings of currently enrolled students, where possible.

Criteria is made available to the school community and parents who are interested in enrolling their children. Schools ensure that information about selection criteria, the choice of courses or programs available is accessible in a way that enables the student and parents to make informed choices.

Enrolment panel

The composition of the enrolment panel is determined locally and will consist of one executive staff member to chair the panel and at least one teaching staff member nominated by the principal and one school community member nominated by the school's parent organisation. Applicants for non-local enrolment must be advised that the panel will include a school community member and all panel members should be asked to confirm they have no conflict of interest when considering the application.

The panel considers non-local enrolment applications in a timely manner. In considering applications, the panel assesses only the information and supporting documentation presented on the non-local enrolment application form, available from the school. The decision made by the panel must take into account the enrolment cap and the buffer retained for local students arriving later in the year.

Appeals

Unsuccessful non-local applicants may appeal against the decision of the enrolment panel. The appeal is made in writing to the principal and sets out the grounds of the appeal. If necessary, the principal should provide or arrange assistance, such as an interpreter, to enable the appeal to be set out in writing. The purpose of the appeal is to determine whether the stated criteria have been applied equitably. If the principal is not on the enrolment panel, the principal considers the appeal and makes a determination. The parent should be advised of the outcome in writing. If the matter is not resolved at the school level, the final level of appeal is to the Director, Educational Leadership.