



Harrington Street Public School
**APPLICATION FOR ENROLMENT
'NON-LOCAL'**

Child's Full Name:		
Date of Birth:		
Address:		
Suburb and Postcode:		
Name of Sibling/s (Brothers or sisters) enrolled at School:	Siblings class/es:	
Parent/Carer 1 with whom this child normally lives		
Title & Full Name: (eg Mr/Ms/Mrs) _____		
Relationship to child:	Parent/Carer's Contact number/s	
	Home/Work:	
	Mobile:	
Previous or present Preschool or school:		

REASON/S FOR 'NON-LOCAL' ENROLMENT

Parent/Carer's Signature: _____ **Date of application:** ____/____/____

Office Use only:	
<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved



Harrington Street Public School is supported by the guidelines outlined in the NSW Department of Education Policy *Enrolment of Students in NSW Government Schools (August 2019)*.

Purpose of this Policy

This Non-Local Enrolment Procedure has been developed in line with the NSW Department of Education Policy *Enrolment of Students in NSW Government Schools* and has been shared with the Harrington Street Public School community to ensure that student enrolments maintain a balance with the classroom and playground space available.

Placement Panel

A school enrolment placement panel will be formed to consider all non-local enrolment applications and make recommendations on all applications received.

The composition of the Harrington Street Public School panel will be:

- the Deputy Principals;
- a School Administration Officer; and
- a Community Representative.

The panel can only make decisions within the context of the school enrolment ceiling and the buffer retained for local students.

Panel decisions are made on the basis of the written information provided by the applicant. A record of all decisions made should be recorded and kept as part of meeting minutes.

Criteria for Non-Local Applications

These criteria will be made available to parents who are interested in enrolling their children at Harrington Street Public School.

- proximity and access to the school (including travel arrangements);
- siblings already enrolled at the school;
- safety and supervision of the student before and after school;
- student welfare needs;
- medical reasons;
- family with a history of a relationship with the school;
- compassionate grounds; and
- structure and organisation of the school.

Appeals

Appeals against the decision of the placement panel should, in the first instance, be made in writing to the school principal who will seek to resolve the matter. If it cannot be resolved at the local level then the Director of Educational Leadership will consider the appeal and make a determination.

Appeals should only be made if the applicant believes that the school criteria have not been fairly applied by the panel.