

Rous Public School

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2020 Enrolment Procedure - Rous Public School

Every child is entitled to be enrolled at the government school that is designated for the intake area within which the child's home is situated and that the child is eligible to attend.

This policy is to be read in conjunction with *Enrolment of students in Government Schools: A summary and Consolidation of Policy*. Department of Education & Training, August, 1997

Date: amended August 2020.

Definitions:

Local Area- This is the designated intake area within which the child's home is situated and that the child is eligible to attend Rous Public School. See attached map.

Non- Local Placements- Children from outside the local area

Enrolment Ceiling- The maximum number of students able to enrol based on available permanent accommodation. The current enrolment ceiling is 92 students.

* Please note – schools with empty permanent teaching spaces after the current school enrolment number has been confirmed (usually mid-February each year) need to determine a separate ceiling and buffer to be used throughout that year to ensure that if enrolling additional non-local students this does not require additional teaching staff during the year.

Enrolment Buffer - A buffer set and kept to accommodate local students arriving throughout the year. Places in the buffer are not offered to non-local students.

Waiting lists - If demand for non-local places exceeds availability a waiting list is established. Parents are advised if their child is placed on a waiting list and his/her position on it. Waiting lists are current for one year.

Selection Criteria- The primary criteria for acceptance of non-local enrolments will include the availability of appropriate staff and permanent classroom accommodation. Other considerations may include:

- Structure and organisation of the school
- Change of residence
- Move from non-government school Student welfare needs
- Sibling already attending this school
- Special interests and abilities
- Proximity and access to the school
- Travel arrangements /distance

Kindergarten enrolment- The Principal will advise the parent body and the school community of the enrolment arrangements for the next year's kindergarten children, including the policy on immunisation. Children may enrol in Kindergarten at the beginning of the school year if they turn 5 years of age on or before 31 July in that year.

Documentation providing proof of age, such as birth certificate or passport, is required on enrolment. The enrolment of eligible children in the Kindergarten year is to commence within the first week of the school year. Parents who choose to enrol eligible children after the beginning of the school year may do so, up to the end of term 2. The Principal will enrol kindergarten students on transfer and children reaching the statutory age of six years. Refer to *Memorandum to principals 86.205, Kindergarten enrolment: Policy Change 30 Sept 1986*

The Public Health (Amendment) Act 1992 requires parents to provide documented evidence of a child's immunisation status on enrolment in schools, preschools and childcare centres. Information is contained in the booklet, *Immunisation – An Essential Guide to the New School Entry Requirements*, available from Student Welfare Directorate.

Parents have the right of not having their children immunised. However, under the *Public Health (Amendment) Act 1992*, in the event of an outbreak of a vaccine preventable disease, unimmunised children will be required to remain at home for the duration of the outbreak.

Early enrolment of students who are gifted and talented - When a student is considered for early entry to Kindergarten, a comprehensive evaluation of intellectual functioning, academic skills and social-emotional adjustment will be undertaken by the school counsellor or a registered psychologist.

Enrolment of students with disabilities

A range of additional services and supports are available to support students with disabilities including:

- Targeted funding, specialist teachers and consultancy services to support students enrolled in regular classes
- Special classes within regular schools
- Modifications to buildings to facilitate access
- Provision of specialised equipment and technology

Relevant Policy Documents- Enrolment of Students in NSW Government Schools. A Summary and Consolidation of Policy (Aug 1997) Last updated 2016.

Chris Duley

R/Principal
Rous Public School.

