



BALGOWNIE PUBLIC SCHOOL

Living & Learning

PO Box 192, Fairy Meadow 2519

Tel: (02) 4284 4245 Fax: (02) 4284 3462

E-mail: balgownie-p.school@det.nsw.edu.au

Principal: Aloma Stewart

**Application for Non- Local Enrolment
at Balgownie Public School**

Please read the information for parents on the back of this form

Student Information

Family Name Given Names

Date of Birth/...../.....

Address

..... Home Phone.....

Parent/Guardian's Name..... Mobile Phone.....

Relationship to student

Present School..... Present Year (K-6).....

Proposed date of enrolment

Reason for application.....

.....
.....
.....
.....
.....
.....

(Attach any other information that you feel may be relevant.)

I have also applied for enrolment at the following non-local school.....

.....and at my local school

Parent/Guardian's Signature..... Date

School Use Only

Date received..... Place available yes/no

Placed on Waiting list yes/ no Parent advised (date).....



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Non-Local Enrolment

Parents or caregivers reserve the right to apply for non-local placement of their child. When demand for non-local placement exceeds availability, the school will establish a placement panel to consider and make recommendations on all non-local enrolment applications. The placement panel consists of Principal, and Assistant Principals.

The Parent and Community Association are consulted about the Enrolment policy on an annual basis and they have decided that at Balgownie Public, the placement panel will consist of school staff, with parent consultation about criteria for non-local enrolments.

In assessing applications, the panel will only consider matters presented on application form. Minutes and decisions from placement panel meetings will be recorded. The application should be supported by reasons for consideration by the school's Placement Panel.

Criteria for Non-Local Enrolment

- **Preference** is given to students who have siblings at Balgownie Public School if space permits.
- Other criteria includes (but not in priority order)
 - Medical reasons
 - Safety and supervision of students before and/or after school.
 - Compassionate circumstances.
 - Proximity and access to school.
- Further criteria from the Enrolment of Students in Government Schools policy 1997:
 - Structure and organisation of the school.
 - Special interests and abilities

Waiting Lists

- A waiting list for non-local applicants may be established based on the criteria above and parents will be advised if their child is to be paced on the list.
- Waiting lists will reflect realistic expectations of potential vacancies and are current for one year only.

Appeals

- Appeals may be made in writing to the Principal. Appeals can only be made with regards to following due processes outlined previously. The principal will seek to resolve the matter.
- If the matter is not resolved at local level, the School Education Director will consider the appeal and make a determination. The purpose of the appeal is to determine whether the stated criteria have been applied fairly.

