



EXPRESSION OF INTEREST FOR ENROLMENT AT A NSW GOVERNMENT SCHOOL WHICH IS NOT YOUR LOCAL SCHOOL

INFORMATION FOR PARENTS AND CARERS

Dear Parent or Carer

Under *Section 34* of the *Education Act*, with regard to admission to Government School,

(1) The parent of a child may enrol the child at any government school if the child is eligible to attend the school and the school can accommodate the child.

(2) A child is, in any case, 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 form is for those parents/carers who wish their child to be considered for enrolment in a school which is not their local school i.e. it is not the school that is designated for the intake area within which the child's home is situated.

Under the Department of Education and Training's Enrolment Policies, schools are required to set an enrolment ceiling to cater for anticipated local demand and to seek to ensure that every eligible local child has a place at his or her local school if he or she chooses to attend it. Non-local enrolments will only be considered after local students are accommodated.

Schools are required to have a written policy which states the grounds on which non-local enrolments will be accepted. **You should contact the school you wish your child to attend and ask for a copy of their policy on non-local enrolments.**

The primary criteria for acceptance of non-local enrolments will include the availability of appropriate staff and permanent classroom accommodation.

Criteria for selecting amongst non-local enrolment applications are available from the school for parents who are interested in enrolling their children. While the criteria may vary depending on local circumstances, they could include factors such as:

- * proximity and access to the school
- * siblings already enrolled at the school
- * access to single-sex education
- * medical reasons
- * safety and supervision of the student before and after school
- * availability of subjects or combinations of subjects
- * special interests and abilities
- * compassionate circumstances
- * structure and organisation of the school.

The principal is responsible for ensuring that the criteria are applied equitably to all applicants.

Please note that if your expression of interest is successful you will be informed that the school may have a place available for your child. You will then be required to complete an *Application for Enrolment in a NSW Government school*. Among other things, that application form gives you the opportunity to provide the school with information which may be relevant to a risk assessment. A place at the school will only be confirmed after the Principal has considered and approved the application.

If you are in doubt about what form to complete, please make direct contact with the school in which you are interested. If you need an interpreter to assist you, please call the Telephone Interpreter Service on telephone number 131 450 and ask for an interpreter in your language. The interpreter will call the principal and will stay on the line to assist you with your conversation. You will not be charged for this service.

PRIVACY STATEMENT

The personal information provided on this form entitled *Expression of Interest for Enrolment at a NSW Government School which is not your Local School* is being collected for the purpose of processing and coordinating potential enrolment applications in NSW Government Schools. It will be used by staff of the Department of Education and Training for general student administration and communication and for other matters relating to the coordination of potential enrolment applications. The information provided on this form may be disclosed to other schools. While the provision of this information is voluntary, if you do not provide all or any of this information it may limit the Department's ability to promptly assist you with your expression of interest. This information will be stored securely. You may access or correct any personal information provided by contacting the school.

Student information	
Student's family name _____	Date of birth ____ / ____ / ____
Student's given name _____	Male Female
Student's address _____ _____	Postcode _____
Name of parent/carer _____	
Phone contact numbers Work _____ Home _____	Mobile _____
Student's current school _____	

Reasons for wishing to attend a non-local school
Name of school: _____
Reasons: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____

If necessary, you may attach additional information in support of your request for placement at this school.

APPLICANT'S NAME.....**APPLICANT'S SIGNATURE**.....

DATE/...../.....

Date considered by the enrolment Panel Place available: Y/N Place allocated Y/N