

ENROLMENT POLICY

RATIONALE

All Students enrolling at Saltwater P-9 College are entitled to a smooth transition that enables them to become part of our school with a minimum of disruption and maximum support.

AIM

To ensure that Saltwater P-9 College:

- Enrols eligible students
- Maintains enrolment and admissions data
- Provides an efficient process of enrolment that satisfies the needs of both the students and the school.

IMPLEMENTATION

Enrolment and placement priority

All families may submit an enrolment form for their child, however placement is not always guaranteed.

The priority order of placement at Saltwater P-9 College is:

- Students for whom the school is the designated neighborhood school. Placement for these students is automatic and guaranteed.
- Students with a sibling attending the school at the same time and living at the same permanent address. Placement for these students is automatic and guaranteed.
- All other students, in order of closeness of their home to the school.
- In exceptional circumstances, compassionate grounds.
- Enrolment at Saltwater P-9 College complies with all laws relating to discrimination, equal opportunity, privacy and immunisation.

Designated Neighbourhood School

- In Victoria, all students have a designated neighbourhood school. This is the school nearest to the student's permanent address.
- In metropolitan areas, the nearest school is measured by a straight line from the student's permanent address.
- Each designated area is defined by a designated neighbourhood boundary. (See attached)
- For further clarification please contact the school.

Student Enrolment Age

Schooling is compulsory for students aged from 6 – 17 years unless an exemption has been granted. Students who are:

- at least 5 years of age by 30 April of the year of enrolment; or under 18 years of age as at 1 January of the year of enrolment.

Early age entry must be:

- requested in writing to the regional director by parent/guardians
- approved in writing by the regional director
- approved by the principal, where students are transferring from an interstate school to a Victorian government school, and on receipt of evidence (to their satisfaction) of previous enrolment and full time school attendance.

EVALUATION

- This policy will be reviewed as part of the school's review cycle, at least once every three years.