

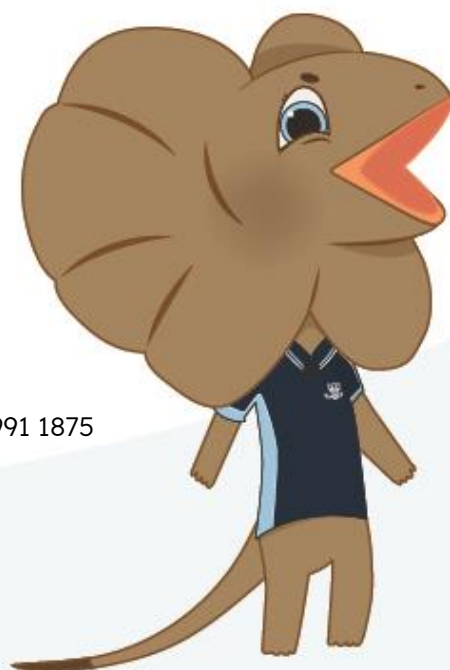


KITCHENER
PUBLIC SCHOOL
"ONE FOR ALL"

Enrolment Policy 2023

38 Richmond Street, Kitchener NSW 2325 Ph: 4990 2974 Fax: 4991 1875

Email: kitchener-p.school@det.nsw.edu.au





ENROLMENT IMPLEMENTATION POLICY

Kitchener Public School enrolment implementation policy provides local implementation of the Department of Education's *Enrolment of Students in Government Schools* policy.

General Principles

- Children are 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.
- Parents may seek to enrol their child in the school of their choice.
- Schools are required to set an enrolment number 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.

Kitchener Public School Enrolment Cap

- The school will establish an enrolment cap based on available permanent accommodation.
- The enrolment ceiling is 117 students.

Enrolment Buffer

- In case of spare accommodation non-local placements must not generate demand for extra staff or create disruption to school routine.
- A buffer zone to account for the school will be maintained when the school reaches 106 students. The remaining placements will be reserved for mid-year local enrolments.

Placement Panel

- When demand for non-local places exceeds availability, a panel will be formed including a parent, staff member and Principal to assess applications based on criteria.

The panel will make a recommendation based on information contained on the enrolment form.

Criteria for Non-local enrolment applications

Non-local enrolment will be assessed based on the following criteria:

- Proximity and access to school
- Siblings already enrolled at the school.
- Medical reasons
- Safety and supervision of the students before and after school.
- Compassionate circumstances
- Wellbeing circumstances

Appeals

- Where a parent wishes to appeal the decision of the placement panel, this must be done in writing to the principal.
- A determination will be made based upon the local implementation policy, Department of Education's *Enrolment of Students in Government Schools* policy and information contained in the written appeal documentation.

Cat Boorer
Principal