Educational Context

The Department of Education and Communities requires that schools have an enrolment policy that accords with its overarching framework of policies and procedures. The central aim of Concord High School’s enrolment process is to provide equity and best meet the needs of students and parents in our community.

Policy Statement

INTRODUCTION:

Concord High School is a comprehensive, co-educational school serving the areas of Concord, Mortlake, Cabarita, Abbotsford, Chiswick, Wareemba, Russell Lea, Five Dock, Canada Bay, Newington and Homebush Bay.

GROWTH AND BUFFER ZONES:

To ensure that anticipated local demand is met, the school has established an enrolment ceiling number of 880 students. Every child residing within the local area is eligible to enrol at Concord High School. Certain circumstances as outlined below also provide for the enrolment of a limited number of students from outside the designated feeder area.

To allow for entry of students who move into the area, a buffer of 10% of spaces will be maintained whenever possible.

NON LOCAL ENROLMENT:

Any non-local enrolment is subject to the availability of appropriate staff and permanent classroom accommodation.
ENROLMENT POLICY

Due to strong demand in the local area, non-local enrolments will be severely limited. There are, however, some special circumstances which need clarification.

1. GATS class

Students eligible for entry to the Gifted and Talented class may be given priority for non-local enrolment.

2. International fee-paying students.

While the permanent address of these students is in another country, their Sydney address should fall in the local feeder area. International Students must fulfill all the requirements and procedures for enrolment required by the International Unit of the Department of Education and Communities.

3. Feeder Primary School Students

Students who are non-local residents but attending the feeder primary schools for Concord High School are still viewed as Non-Local area applicants.

4. Applicants seeking enrolment as local area who currently reside out of area

A number of applicants may indicate their intention of moving into or buying in the area and therefore seek a local area entry.

The basic rule is that unless the applicant can prove that they already live in the area they are considered non local.

Intention to ‘move into’ or ‘buying in the area’ does not constitute living in area. Some people may have a block of land or own a house in the area but do not live in it but want to use it as a local area residential qualification. This does not qualify for enrolment.

Using a friend’s or relative’s address is not acceptable as a local area qualification. The child must be living with the primary care giver.

Business addresses do not qualify as local residence.

The school reserves the right to ask for verification of any living arrangements or address given.
ENROLMENT POLICY

This may include but is not limited to:

- Utility bills
- Lease Agreement
- Council Rate Notice
- A Statutory Declaration
- Proof of address on electoral roll

CRITERIA FOR NON-LOCAL ENROLMENT

When deciding the allocation of any positions not used by local enrolments, the panel will consider:

1. Curriculum balance within the school
2. Availability of subjects or combinations of subjects
3. Gender balance within the year group
4. Proximity and access to school
5. Siblings already enrolled at the school

(This is a factor to be considered. However, it is not to be seen as an automatic reason for the school to accept a student).

6. Evidence of the student’s capacity to contribute to the school as a whole
7. Special Needs
8. Special interests and abilities
9. AIS Students *

It is usual for successful out-of-area applicants to fulfill more than one of the above criteria.

It is recognised that a single criterion may hold significant importance in some cases, so weighting of criteria is not always set or equal. The school Placement Panel will make its decision on individual cases.

*Criterion is based upon a cooperative agreement with the Australian Institute of Sport and Concord High School to support elite athletes who have a high commitment to physical training and need to protect their academic/educational pursuits by attending a school near to their training facilities and which can accommodate their special needs.
TERMINATION OF ENROLMENT

In accordance with the Education Act, the enrolment of a child at a government school may be terminated if the child was enrolled as a result of false information or a false document provided to the Principal.

PLACEMENT PANEL

The placement panel for considering non-local applications will consist of:

- The Principal
- The Deputy Principal for the Year Group
- A further member of staff or community member

Relevant DEC Policies

Enrolment of Students in NSW Government Schools: A Summary and Consolidation of Policy


Related Concord High School Policies

Not applicable

Forms, Templates or Files Associated with this Policy

DEC Enrolment Application Form


Document status

The current status of this document is shown below.

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## ENROLMENT POLICY

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