

**Application for
Non-Local Primary School Enrolment**

Information to assist parents in applying for non-local enrolment is provided on the back of this form.

This form does not apply for placement in schools for specific purposes, opportunity C classes, support classes and students enrolled in regular schools under the policy "Enrolment of children with Disabilities, 1987".

A: STUDENT INFORMATION

Family Name _____ Date of Birth: ___/___/___

Given Names _____ Male _____ Female _____

Address _____ Home Phone _____
_____ Post Code _____ Work Phone _____

Current email address _____

Parent/Guardian's Name _____ Relationship to Student _____

Present School _____ Present Year/Grade (K-6) _____

B: NON-LOCAL SCHOOL PLACEMENT REQUEST

School applied for _____ Year/Grade _____

Proposed date of enrolment _____

Reason for application _____

(Attach any further 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-Signature _____ Date ___/___/___

SCHOOL USE ONLY

Date received _____ Place available? _____ Parent advised on _____

Notes: _____

**FORWARD THIS FORM TO THE PRINCIPAL OF THE NON-LOCAL PRIMARY SCHOOL
AT WHICH YOU ARE SEEKING PLACEMENT**

NON-LOCAL PRIMARY SCHOOL PLACEMENT

INFORMATION FOR PARENTS

Parents may apply for the non-local enrolment of their child. A separate application form is required for each school.

Non-local enrolment is governed by the 'Enrolment of Students in NSW Government Schools' policy (<https://education.nsw.gov.au/policy-library/policies/enrolment-of-students-in-nsw-government-schools>) as follows:

'Non-local enrolment applications are only considered by schools that can accommodate the child below the set local enrolment buffer level. In determining whether the school can accommodate a child the principal considers:

- the child's age
- the type of school
- the resources of the school
- the existing number of permanent classrooms and other facilities at the school.

Except for enrolments at the commencement of the school year, schools that have not reached their local enrolment buffer level should only accommodate non-local enrolments into classes with available places.'

Criteria for the enrolment of non-local students includes:

- Siblings already enrolled at the school
- Proximity and access to the school
- Medical reasons
- Safety and supervision of the student before and after school
- Compassionate circumstances
- Recent change in the local intake area boundaries

The number of students a school may enrol is limited by the availability of classroom space. This means that some schools may not have room left for non-local enrolments after accommodating local children. To avoid disappointment, parents should check that there are possible places available in a school before applying.

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