



## Enrolment Policy

- Children living in the local area will be enrolled in accordance with the policies of the NSW Department of Education and Training. The boundary of our local area is clearly marked on the attached map.
- Proof of address in the form of a council rates notice or rental lease must be provided by all local area families before enrolment can be confirmed.
- Each year there will be a maximum intake of children to ensure that enrolments do not exceed the school's ceiling of 90 students.
- Wherever possible some places will be kept open in each grade from the start of the year to ensure access for children who move into the local area during the school year.
- Expressions of interest in enrolment will only be accepted during the year prior to the year of a child's eligibility for starting school.
- Offers of placement at Yeo Park Infants School must be accepted by the date indicated on the offer letter. If not accepted by the due date this offer will lapse.
- Applications for non-local enrolment will be considered only when there are places available in the school. Contact will be made with all non-local applicants to obtain further information if required.
- Where there are vacancies, priority will be given to non-local applicants in the following order:
  1. Have sibling(s) currently at the school
  2. Compassionate circumstances detailed in writing
  3. According to the chronological position on the waiting list
  4. Proximity and access to the school
- ❖ An out-of-area placements panel, in accordance with DET policy, consisting of the Principal, a staff representative and a parent representative from the P&C will consider all applications for non-local enrolment when places are available in the school.
- ❖ Where a parent wishes to appeal against the decision of the placement panel, the appeal should be made in writing to the Principal. If the matter is not resolved at the school level, the School Education Director will consider the appeal and make a determination.