



# Sunshine Bay Public School

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Principal: Mrs Maree Dielman

## *Out of Zone Enrolment Policy*

Sunshine Bay Public School – Out of Zone Enrolment Policy is to be read in conjunction with Enrolment of Students in NSW Government Schools: A summary and Consolidation Policy.

- School local areas are determined by the Department of Education.
- Parents may seek to enrol their child in the school of their choice.
- Sunshine Bay Public School is required to set an enrolment number (cap) to cater for anticipated local demand and to seek to ensure every eligible local child has a place at his/her local school if he/she chooses to attend it. Within the enrolment cap, a buffer will be determined to accommodate local students arriving throughout the year. The size of the buffer will be based on historical data, enrolment fluctuations and the number of families moving into or out of the area. Places in the buffer are not to be offered to non-local students.
- The primary criteria for acceptance of non-local enrolments will include the availability of appropriate staff and permanent classroom accommodation. No additional accommodation (permanent or demountable) will be provided to cater for increased enrolments resulting from non-local placements.
- Sunshine Bay Public School will establish a placement Panel to consider and make recommendations on a non-local enrolment applications. The composition of the panel will include an Assistant Principal, a staff member and a school community member nominated by the Parent and Citizen Association. The Assistant Principal will chair the panel.
- The decisions made by the Placement Panel must be made within the context of the agreed enrolment ceiling and the buffer retained for local students arriving later in the year. The panel will only consider matters presented on the application form. All panel meeting minutes will be recorded.
- Parents have the right to appeal the decision of the Placement Panel. The purpose of the appeal is to determine whether the stated criteria have been applied fairly. Appeals should be in writing to the Principal.

### Enrolment Ceiling

Each Year level will leave a buffer of two vacancies from Kindergarten to Year 6.

- There are two residential estates being developed across the school zone.

- The school has further classroom accommodation available –we are below our cap.
- Trend data for enrolments from the previous four years indicates a consistent downward trend for local enrolments.

Placement Panel:

- Assistant Principal – Rob Lenon
- Staff Member – Eric Lloyd
- P&C representative – Gabby Blake

Criteria for Non-Local Enrolment Applications –

- Safety of students before and after school
- Compassionate circumstances
- Siblings already at school.

Revised September 2020