



Tempe High School

Unwins Bridge Road Tempe NSW 2044

Phone: (02) 9558 2023 or (02) 9558 2336

Email: tempe-h.school@det.nsw.edu.au

Website: www.tempe-h.schools.nsw.edu.au

ENROLMENT POLICY

Tempe High School has established a reputation as a progressive and innovative co-educational school for students from Years 7-12. Tempe High offers selective, enrichment and mainstream classes.

It is our belief that participation in additional activities such as student leadership, debating, public speaking, drama, music and sport help shape academic choices as well as develop well rounded students. All students at Tempe High School enjoy learning and socialising in a safe and happy environment.

Enrolling in Tempe High School

There will be information evening in Term 1 to discuss enrolment in the selective, enrichment and comprehensive streams for the following year.

Rationale

While many students at Tempe High School enrol from within the designated drawing area, allowance is made for:

- Non local students, when local students have been placed and positions may remain available below our maximum number ceiling.
- Academically selective students who apply for entry through the state-wide selective schools test and procedures
- Students from Intensive English Centres (IEC)
- International and Temporary Visa holders

The provisions of the Education Reform Act of 1990, as reviewed in 1997, allow:

- a parent to seek enrolment for a child at any government school if the child is eligible to attend the school and the school can accommodate the child;
- a child to enrol at his/her local school, if he/she is eligible to attend it;
- the Secretary of Education to designate which are the intake areas for the local government schools.

Designated Drawing Area

This school's local area is determined by the Department of School Education and Communities (DEC). In order to check that in-area enrolment applicants are long-term, bona fide residents in Tempe High School's drawing area, the school will request supporting evidence of residency or guardianship. This is to ensure fairness to all applicants and the placement process generally.

Verification of Local Residency

For a student to be enrolled as a local placement, parents will be asked to provide 100 points as per the residential address check which includes proof of residency that they live in the local area and that the child being enrolled also lives in the local area.



June 2019

Residential address check For the enrolment of students in NSW Government schools

Persons seeking to enrol a child in a NSW Government school may be required to show documents to establish the child's address

Key principles

The *Education Act 1990* provides the key principles that govern the enrolment of students in NSW Government schools. Some of them are summarised below.

The parent of a child may enrol the child at any government school if the child is eligible to attend the school and the school can accommodate the child (section 34.1).

A child is 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 (section 34.2).

The principal may, for the purpose of establishing a child's eligibility to attend or entitlement to be enrolled at the school, require a person seeking to enrol the child at the school to provide proof, to the satisfaction of the principal, of the child's identity, date of birth and home address (section 34A.1).

In determining whether a child could be accommodated, the number of classrooms and other facilities may be considered (section 34.6).

The enrolment of a child who is not entitled to be enrolled at the school may be terminated if the child was enrolled as a result of false information or a false document provided (section 34A.4).

Establishing the child's residential address

To determine a child's eligibility to attend or entitlement to enrol in the school, the principal may require documents to establish the child's address.

Generally, acceptable documents show the full name of the parent and address of the parent or carer with whom the child lives. However, any requests for proof of address must be reasonable in the circumstances.

Staff in schools abide by the Privacy and Personal Information Protection Act 1998 (NSW). Residential address information provided will be used to process applications for enrolment and associated purposes and the information will be stored securely.

100-point residential address check in some schools with a designated intake area

Schools that are above or near (i.e. the number of non-local enrolment applications received exceeds the number of enrolment places available outside the local enrolment buffer) their buffer level use the following 100-point residential address check to verify that the student being presented for enrolment lives within the intake area.

Document showing the full name of the child's parent	Points
1. Only one of (i.e. no additional points for additional documents) 1.1. Council rates notice 1.2. Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt 1.3. Exchanged contract of sale with settlement to occur within the applicable school year	40
2. Any of the following 2.1. Private rental agreement for a period of at least 6 months 2.2. Centrelink payment statement showing home address 2.3. Electoral roll statement	20 each
3. Any of the following documents 3.1. Electricity or gas bill showing the service address* 3.2. Water bill showing the service address* 3.3. Telephone or internet bill showing the service address* 3.4. Drivers licence or government issued ID showing home address* 3.5. Home building or home contents insurance showing the service address 3.6. Motor vehicle registration or compulsory third party insurance policy showing home address 3.7. Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this.	15 each

* up to three months old

More information

Contact your local school or visit
<https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment>

Verification of Guardianship

Please provide copies of the following:

- Papers from the Guardianship or Family Law Court, where applicable
- Proof of current guardianship by one of the parents, in the case of Parental separation (e.g. Centrelink payment).

Please note that:

- The applicant's given address is understood to be the point from which they leave each morning, to come to school, and the destination in the afternoon;
- **De-enrolment may follow, if enrolment is offered on the basis of false or misleading information, and**
- Further information may be sought, at the school's discretion, to supplement documentation provided.

Enrolment Procedures for Years 7-10

Please note that Departmental policy states that "Principals may refuse enrolment of a student on the grounds of previously documented violent behaviour if there is evidence that the student has not learned the appropriate skills to manage this behaviour."

Applications for enrolment are lodged at Tempe High School. Parents will be required to provide 100 points of proof of residence as outlined above.

The enrolment process is undertaken by the School Assistant, Year Advisor, Head Teacher Teaching and Learning, Deputy Principal or Principal. An interview with the student and parents may be required before final enrolment.

Students not living within the designated drawing area

Departmental policy states that "the primary criteria for acceptance of non-local enrolments will include the availability of appropriate staff and permanent classroom accommodation".

The enrolment cap has been determined in consultation with the School Director, Educational Leadership Marrickville Principal Network. Tempe High School has exceeded its cap and out of area applicants will only be considered for a wait list.

Criteria for non-local placement:

- | | | |
|----|--|-----------------|
| a) | Proximity to the school | (10% weighting) |
| b) | Siblings already enrolled at the school | (20% weighting) |
| c) | Students who attended local Primary Schools
(Tempe PS, Ferncourt PS, St Peters PS,
Marrickville West PS) | (10% weighting) |
| d) | Attendance and punctuality | (15% weighting) |
| e) | Ability to cooperate with others | (15% weighting) |
| f) | Capacity to work independently | (15% weighting) |
| g) | Respectful engaged learners | (15% weighting) |

Enrolment Ceilings

2021 to 2024 = 860

A placement panel, composed of the Principal or their nominee and a member of the school welfare team, reviews the application and determines whether to:

- enrol a student
- decline the application for out of area enrolment
- place the student on a waiting list.

Parents will be informed of the panel decision and of the appeals process as appropriate. The size of the waiting list will reflect realistic expectations of potential vacancies. Waiting lists are current for one year.

Enrolment Procedures for Years 11 and 12

Enrolment in Year 12 will only be accepted in exceptional circumstances (similar to years 7-10 enrolments).

Selective Enrolments Years 7-12

Year 7 enrolments are offered to students who are successful at the Selective Schools Test conducted early in the final year of primary school. This test and all offers of placements are conducted external to the school by the NSW Department of Education and Community (D.E.C.) Selective Schools Unit. Years 8-12 selective enrolments are subject to places available and the meeting of academic requirements.

Applications must be made formally through the school with as much supporting evidence as possible. Application forms are available in June each year with a closing date at the end of July.

A placement panel, including the Principal, School Education Director or their nominee, and a Parent Representative considers all applications before an offer can be made. Demonstrated evidence of high academic achievement must be evident.

All selective students must be Australian citizens, permanent residents or the child of diplomatic staff.

Waiting lists will be established where there are no places available at the time of application. Waiting lists are current for one year. Parents will be advised if their child is to be placed on a waiting list.

International and Temporary Visa Holders Years 7-12

No overseas students can enrol without an Authority to Enrol issued by the Department of Education International Students Centre: Telephone:1300 300 229 or Website:

www.internationalschool.edu.au

Both categories of overseas students are subject to fees payable to the DoE.