



NIAGARA PARK PUBLIC SCHOOL ENROLMENT POLICY 2022

Context: [Enrolment of Students in NSW Government Schools](#)

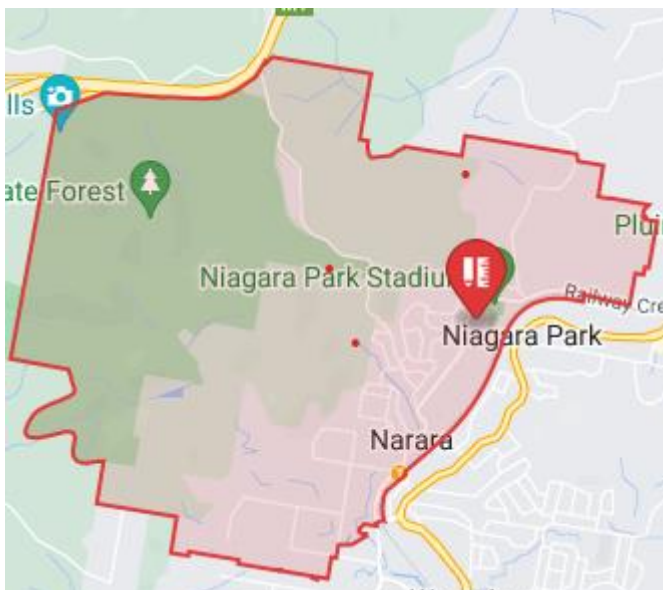
This document supports Niagara Park Public School's implementation of the NSW Department of Education's Enrolment of Students in NSW Government Schools Policy (July 2019) and should be read in conjunction with the General Enrolment Procedures - [pd-2002-0006-01.pdf \(nsw.gov.au\)](#)

A student is entitled to enrol at the local school that the student is eligible to attend if their home is within that school's local intake area. Parents may apply to enrol their child in the school of their choice. Acceptance is subject to the child being eligible to attend and that the school can accommodate the child. (General Enrolment Procedures: 9)

Parents may enrol a child if they turn 5 years of age on or before 31 July in that year. Students identified as gifted and talented, who are aged 4 years or older at 31 January of the year of enrolment may only be enrolled in accordance with the High Potential and Gifted Education policy [High Potential and Gifted Education \(nsw.gov.au\)](#) Use the School Finder App to determine if a student's home is within the school's local intake area.

Local Enrolment

Use the School Finder App to determine if a student's home is within the school's local intake area. [School Finder \(nsw.gov.au\)](#)



Enrolment Cap

The Enrolment Cap for a school is established centrally based on permanent accommodation. The enrolment cap for Niagara Park Public School is 486.

Local Enrolment Buffer

Within the enrolment cap, a number of enrolment places (the buffer) must be set aside for the enrolment of local students arriving throughout the year. The size of the local enrolment buffer is set locally by the principal and approved by the Director, Educational Leadership. It is reviewed annually and set in time for assessing applications for the following year's enrolment intake. Places in the local enrolment buffer are not to be offered to non-local students. (General Enrolment Procedures: 9.2)

The Enrolment Buffer for Niagara Park Public School is 10.

Non-local Enrolment

Non-local enrolment applications are only considered by schools that can accommodate the child below the set local enrolment buffer level. (General Enrolment Procedures: 9.4)

Non-local enrolment applications include the [Application to enrol in a NSW Government school](#) and a non-local enrolment application form. The non-local enrolment application form is developed by the school and requires the applicant to address the selection criteria and provide supporting documentation. (General Enrolment Procedures: 9.4.1)

Criteria

The criteria, listed below, for the enrolment of non-local students has been developed by the Principal, after consultation with the school community: (General Enrolment Procedures: 9.4.2)

- siblings already enrolled at the school
- compassionate circumstances.

All non-local enrolment applications require approval by the Director, Educational Leadership due to current enrolment numbers being above our enrolment cap.

Enrolment Panel

When demand for non-local enrolment exceeds the number of places available below the local enrolment buffer the school will establish an Enrolment Panel to consider all applications against the above criteria. (General Enrolment Procedures: 9.4)

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|---|---|
| 1 | School Executive - Chairperson |
| 2 | Staff member nominated by the Principal |
| 3 | School community member nominated by the school's parent organisation |

Enrolment Time Frame

It is anticipated that enrolment of students should not exceed 10 days from receipt of completed [Application to Enrol in a NSW Government School](#). Where circumstances indicate that this timeframe may not be met Principals are required to consult their Director, Educational Leadership.

Appeals

Unsuccessful non-local applicants may appeal against the decision of the enrolment panel. The appeal is made in writing to the principal and sets out the grounds of the appeal. The purpose of the appeal is to determine whether the stated criteria have been applied equitably. If the principal is not on the enrolment panel, the principal considers the appeal and makes a determination. Otherwise, the appeal may be determined by the Director, Educational Leadership. (General Enrolment Procedures: 9.4.5)