



ENROLMENT

Policy 2020

CONTEXT:

Baden Powell College is made up of two campuses. A Primary Campus with years Prep to Six located in Hoppers Crossing named Derrimut Heath and a Prep to Year 9 Campus located in Tarneit.

FRAMEWORK:

The 2006 Education and Training Reform Act (ETRA) underpins the Department of Education and Training (DET) enrolment policy which can be found at: <http://www.education.vic.gov.au/school/principals/spag/Pages/azindexe.aspx>

The policy states that all eligible children and young people have the right to be admitted to their designated neighbourhood government school.

2020 SCHOOL ZONE:

The Baden Powell College zone has been approved by the Minister for Education and ensures consistency with DET policy and the ETRA legislation regarding closest school.

A student's designated neighbourhood school is generally the school that is nearest the student's permanent address as determined by the school zone. The website <https://www.findmyschool.vic.gov.au> provides guidance on which school zone a student's permanent residence is located within.

Please note that there are three zones in operation for Baden Powell College, these are:

- Derrimut Heath Campus
- Tarneit Campus for students in years Prep to Six
- Tarneit Campus for students in Years Seven to Nine

PRIORITY ORDER OF PLACEMENT:

The potential future demand for enrolment places from within the local community indicates that Baden Powell College must manage enrolments carefully and in accordance with the Priority Placement Order in the Enrolment Policy. A student's permanent place of address determines eligibility for enrolment at Baden Powell College.

Where there are insufficient places at a school for all students who seek entry, students are enrolled according to the Placement Policy's priority order of placement, which has five criteria.

In circumstances when a school may not be able to accept all applications due to existing or future capacity concerns, schools must manage enrolment applications in accordance with the following priority order of placement:

1. Students for whom the school is the designated neighbourhood school.
2. Students with a sibling at the same permanent address who are attending the school at the same time.
3. Where the Regional Director has restricted the enrolment, students who reside nearest the school.
4. Students seeking enrolment on specific curriculum grounds.
5. All other students in order of closeness of their home to the school

The future capacity needs at Baden Powell College mean that enrolments will be confined to the first two criteria.

In exceptional circumstances, a student may be enrolled in a school based on compassionate grounds. **This is an overarching consideration and does not form part of the priority order of placement.** Schools are permitted to assess and make a determination for exceptional circumstances on a case-by-case basis. **These requests are to be put in writing and addressed to the Principal.**

Schools must ensure that all applicants eligible under a criterion have been offered a place before moving to consideration of the next. All students for whom the school is the designated neighbourhood school are guaranteed enrolment.

To have an enrolment place accepted at Baden Powell College, families need to provide the following documentation:

- Rental agreement or rates notice
- Utility bill in parents name
- Statutory declaration if the above mentioned documents can not be produced
- Birth Certificate and Immunisation Certificate for enrolling child once place has been accepted

If you have any questions regarding the Baden Powell College Enrolment Management Plan, please contact the school.

EVALUATION:

This policy will be reviewed as part of the College's three year review cycle or more often if needed due to changes in regulations or circumstances.

This policy was last ratified by School Council in....

September 2020