

Lambton High School Enrolment Policy

General Principle Governing Enrolment at Lambton High School

Students are entitled to be enrolled at the government school that is designated for the intake area within which the student's home is situated and that the child is eligible to attend.

The school has set an enrolment number to cater for local demand and to seek to ensure that every eligible local student has a place at his or her local school if he or she chooses to attend it.

The school has set an enrolment limit in consultation with the P&C Association based on our staffing and permanent accommodation. Places in the buffer (2 positions per class) are not to be offered to non-local students. The school enrolment capacity is set at 1144 students based on the following guideline:

- Year 7 – 196 (7 classes)
- Year 8 – 196 (7 classes)
- Year 9 – 196 (7 classes)
- Year 10 – 196 (7 classes)
- Year 11 – 180 (minimum 8 classes on a timetable line)
- Year 12 – 180 (minimum 8 classes on a timetable line)

Non-local enrolments will be accepted based on assessment against the criteria specified in the Lambton High School Enrolment Policy.

The primary criteria for acceptance of non-local enrolments will include the availability of appropriate staff and permanent classroom accommodation.

Non-local enrolment

Where non-local placements exceed availability of positions the school will establish a placement panel to consider and make recommendations on all non-local enrolment applications.

The application is submitted to the Non-Local Enrolment placement panel consisting of:

- School Representative (Usually Deputy Principal)
- Parents and Citizens Representative
- Principal Chairing the panel (has the casting vote where there is tie in the decision between the School Representative and Parents and Citizen Representative)

The panel usually convenes three times per term.

A written application on the Non-Local Enrolment form, must be completed addressing the following criteria.

Non-local enrolment criteria (Not in any order of priority)

- **Medical reasons:** Eg, Access to specialist local medical services
- **Disability:** Eg, Wheelchair access
- **Curriculum:** Eg, Specific subject availability or availability of subjects
- **Siblings:** Other siblings already enrolled at the school
- **Compassionate:** Case for supporting enrolment at the school
- **High academic achievement:** That complements school focus areas (with documentary evidence)

When addressing the criteria it should be clear and concise and specifically prove the case for enrolment of the student, to the placement panel.

The panel will evaluate the application and make a recommendation to accept or reject the application based against the criteria.

Waiting Lists

Waiting lists may be established for non-local students. Waiting lists are current for one year.

Appeals

Where a parent wishes to appeal against the decision of the placement panel, the appeal should be made in writing to the principal. The principal will seek to resolve the matter.

The purpose of the appeal is to determine whether the stated criteria have been applied fairly.

Gary Bennett
Principal
Lambton High School

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