Parents may apply for non-local enrolment of their child in addition to their designated local school. A separate application form is required for each school.

Priority for enrolment will be given to students entering Kindergarten. Places may also be available in Years 1 - 6.

Reasons for choosing non-local placements may include:

* proximity and access to the school
* siblings already enrolled at the school
* safety and supervision of the student before & after school
* student welfare needs
* medical reasons
* family with a history of relationship with the school
* compassionate grounds
* structure and organisation of the school

The number of students a school may enrol is limited by the availability of classroom space. This means that some schools may not have room left for non-local enrolments after accommodating local children. To avoid disappointment parents should check that there are vacancies before applying.

Once a student enrols in a non-local school, transfer to another non-local school will only be possible in exceptional circumstances. Transfer to the student’s local school will be allowed if there is space available.

Parents can appeal against decisions regarding non-local placement by writing to the Principal.
# Application for Non-Local Primary School Enrolment

## A: STUDENT INFORMATION

<table>
<thead>
<tr>
<th>Family Name</th>
<th>Date of Birth</th>
<th>Male ☐ Female ☐</th>
<th>Male ☐ Female ☐ (tick one)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Given Names</td>
<td></td>
<td>Male ☐ Female ☐</td>
<td>Male ☐ Female ☐ (tick one)</td>
</tr>
<tr>
<td>Address</td>
<td></td>
<td>Male ☐ Female ☐</td>
<td>Male ☐ Female ☐ (tick one)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Male ☐ Female ☐</td>
<td>Male ☐ Female ☐ (tick one)</td>
</tr>
</tbody>
</table>

Parent / Carer’s Name: ____________________________
Present School: __________________________________

Date of Birth: _____ / _____ / _____
Male ☐ Female ☐ (tick one)

Home Ph: ________________
Work Ph: ________________
Mobile: ________________

Relationship to student: ________________
Present Grade (K-6): ________________

## B: NON-LOCAL PLACEMENT REQUEST

School applied for: ____________________________
Year / Grade: ____________________________

Proposed date of enrolment: ____________________________

REASONS FOR APPLICATION:
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

(Attach any further information you feel may be relevant)

I have also applied for the following non-local school/s: ____________________________
and at my local school: ____________________________

Parent / Carer’s Signature: ____________________________ Date: ________________

## SCHOOL USE ONLY

Date received: _____ / _____ / _____
Place available? YES / NO
Parent advised on: _____ / _____ / _____

Principal’s comments and recommendation:
__________________________________________________________________________
__________________________________________________________________________

Signature: ____________________________ Date: ________________