



**Application for Non-Local Primary School Enrolment**  
**Please read the information for parents on the back of this form**

**A: Student Information**

Family Name \_\_\_\_\_

Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Given Name/s \_\_\_\_\_

Male  Female

Address \_\_\_\_\_

Home phone \_\_\_\_\_

\_\_\_\_\_ Post code \_\_\_\_\_

Work phone/Mobile \_\_\_\_\_

Parent's name \_\_\_\_\_

Relationship to student \_\_\_\_\_

Present school \_\_\_\_\_

Present year \_\_\_\_\_

**B: Non-Local School Placement Request**

School applied for \_\_\_\_\_

Year \_\_\_\_\_

Proposed date of enrolment \_\_\_\_/\_\_\_\_/\_\_\_\_

REASONS FOR APPLICATION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(please attach any further information you feel may be relevant)

I have also applied for enrolment at the following non-local school \_\_\_\_\_

I have also applied for enrolment at my local school \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent

**SCHOOL USE ONLY**

Date received \_\_\_\_\_ Place available \_\_\_\_\_ Parent advised on \_\_\_\_\_

Notes \_\_\_\_\_

\_\_\_\_\_

## **NON-LOCAL PRIMARY SCHOOL PLACEMENT**

### **INFORMATION FOR PARENTS**

#### **PLEASE READ CAREFULLY BEFORE COMPLETING THIS FORM**

Parents may apply for the non-local enrolment of their child in up to two (2) schools of their choice in addition to their designated local school. A separate application is required for each school.

Reasons for choosing non-local placements may include:

- Change of residence
- Move from a non-government school
- Siblings already enrolled at the school
- Medical reasons
- Safety and supervision of the student before and after school
- Student welfare needs
- Particular educational programs or philosophies
- Structure and organisation of the school
- Size of the school
- Particular disciplinary procedures
- Attitude to school uniforms
- Travel arrangements and/or distance

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 places available in a school before applying.

Once a student enrolls in a non-local school, transfer to another non-local school will only be allowed if space is available.

Parents can appeal against decisions regarding non-local placement by writing to the Principal.

**PLEASE FORWARD THIS FORM TO THE PRINCIPAL OF THE NON-LOCAL PRIMARY SCHOOL AT WHICH YOU ARE SEEKING PLACEMENT**