

## **ENROLMENT SCHEME POLICY**

### **Purpose of implementing an enrolment scheme is:**

- (a) to avoid overcrowding or the likelihood of overcrowding at Ngaere School;
- (b) to ensure that the selection of applicants for enrolment at the school is carried out in a fair and transparent manner; and
- (c) to enable the Secretary to make the best use of existing networks of State schools.

In achieving its purpose, an enrolment scheme must, as far as possible, ensure that:

- (a) the scheme does not exclude local students; and
- (b) no more students are excluded from the school than is necessary to avoid overcrowding.

### **Home Zone**

All students who live within the defined geographical boundary described below shall be entitled to enrol at Ngaere School.

Review of the Enrolment Scheme will take place on an annual basis before 1st of May.

Amendments may become necessary for a variety of reasons. These will be addressed as necessary.

### **Ngaere School Home Zone**

*Written Description Ngaere School Enrolment Home Zone description and Map (attached).*

*From Ngaere School travel*

- *South down Mountain Rd (SH3) to Cornwall Rd. include residences and including rapid No 4568.*
- *Include the length of Cornwall Rd.*
- *North on Mountain Rd (SH3) to Bird Rd / Brookes Rd intersection. Include residence north including rapid no 3946.*
- *Climie Rd to intersection of Brookes Rd. include rapid no 318.*
- *Sole Rd included*
- *Include all Finnerty Rd to the Hastings Rd intersection.*
- *North end of Stuart Rd to the intersection of Cornwall Rd, include rapid no 226.*
- *Include all of Cheal Rd. Include Skinner Rd between Cheal and East Rd.*
- *Include Bird Rd, Waihapa Rd, Wingrove Rd, Pukengahu Rd*
- *Include south end of Oru Rd (up to district boundary)*

### **Out of zone enrolments**

Each year the board will determine the number of places which are likely to be available in the following year for the enrolment of students who live outside the home zone. The board will publish this information by notice in the community newspaper (The Stratford Press) circulating in the area served by the school. The notice will indicate how applications are to be made and will specify a date by which all applications must be received.

The Ngaere School Board of Trustees have adopted to have no more than 2 ballot dates per year (if necessary). These will be 1 June (for remainder of year) and October (for beginning the following year).

Applications for enrolment will be processed in the following order of priority:

**First Priority** this priority is not applicable at this school because the school does not run a special programme approved by the Secretary of Education.

**Second Priority** will be given to applicants who are siblings of current students.

**Third Priority** will be given to applicants who are siblings of former students.

**Fourth priority** will be given to applicants who are children of former pupils of the school

**Fifth priority** will be given to children of board employees or board members.

**Sixth priority** will be given to all other applicants.

If there are more applicants in the second, third, fourth, or fifth priority groups than there are places available, selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary under Section 11G(1) of the Education Act 1989.

Appendix:

1. Enrolment Scheme - In Zone map
2. Enrolment letter & Expression of interest form for out of Zone enrolments