



TERARA PUBLIC SCHOOL

ADDRESS 20 Millbank Road
Terara NSW 2541

PHONE 4421 6034
FAX 4423 1752

EMAIL terara-p.school@det.nsw.edu.au
PRINCIPAL Mrs Emma Chalker

APPLICATION FOR NON-LOCAL PRIMARY SCHOOL ENROLMENT

A. STUDENT INFORMATION

Student Name:	Date of Birth:
Residential Address:	<input type="checkbox"/> Male <input type="checkbox"/> Female (tick one)
Post Code:	Home Ph:
Parent/Carer Name:	Work Ph:
Relationship to Student:	Mobile Ph:
Present School:	Present Grade (K-6):

B. NON-LOCAL SCHOOL PLACEMENT REQUEST

Proposed date of enrolment:	Grade (K-6):
Reason for seeking enrolment at Terara Public School :	
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Criteria for Non-Local Enrolment:

- Proximity and access to the school
- Siblings already enrolled at the school
- Medical reasons
- Safety and supervision of students before and after school
- Compassionate circumstances
- Student Welfare needs
- Family with a history of relationship with the school
- Structure and organisation of the school

C. MY LOCAL SCHOOL IS: _____

I have contacted the Principal (or their representative) _____,
at my local school to discuss my child's enrolment on ____ / ____ / _____

Principal/representative signature: _____

School Stamp: _____

D. SCHOOL OFFICE USE ONLY:

Date received: / /	Place available? <input type="checkbox"/> Yes <input type="checkbox"/> No	Parent advised on: / /
Notes: <hr/> <hr/>		

INFORMATION FOR PARENTS

PLEASE READ CAREFULLY BEFORE COMPLETING THIS FORM

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.

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.

Applications will be considered by the school placement panel which will determine the availability of places and the validity of the application based on the criteria for non-local enrolment.

Should your application be unsuccessful at this time, you may request to be placed on a waiting list which is valid until the end of the current school year. Should a vacancy occur, you will be notified and offered enrolment.

APPEALS

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

If the matter is not resolved at the school level the School Education Director will consider the appeal and make a determination.

The purpose of the appeal will be to determine whether the non-local enrolment criteria have been applied fairly.