

# Frequently Asked Questions



If you have a question about the enrolment process at Warrnambool College, the answer could be here:

## **What is the Government's policy on school enrolments?**

The 2006 Education and Training Reform Act underpins the Department of Education and Training (DET) enrolment policy which can be found at:

<http://www.education.vic.gov.au/school/principals/spag/Pages/azindexe.aspx>

The legislation states that an eligible child of compulsory school age (4 years and 8 months) is entitled to be enrolled at his or her designated neighbourhood Government school.

## **What is a designated neighbourhood school?**

The Department produces maps which define distance across geographic areas between each government primary school and between each government secondary school. These areas show addresses for whom that school is the nearest, measured by direct distance. That area then becomes a designated neighbourhood area defined by an enrolment boundary.

## **What is the status of a catchment area/ enrolment boundary for a school?**

Any child who lives within the designated enrolment boundary for a school has the right to attend that school. It is not an exclusion zone and it does not mean that children who live outside of the boundary cannot apply for enrolment or will not get a place if they do. It only means children living within it get first priority for enrolment.

The designated neighbourhood school is the school that is nearest the student's permanent residence, unless the Regional Director:

- needs to restrict new enrolments at a school due to pressure on enrolment capacity: and therefore
- has designated the neighbourhood zone for the school

The Regional Director has made no change to the designated neighbourhood area for schools in this geographic area.

## **What is the priority order of placement?**

When the number of enrolment applications exceeds the number of places available at a school students are enrolled in the following priority order:

1. Students for whom the school is the designated neighbourhood Government school.
2. Students with a sibling at the same permanent address who are attending the school at the same time.
3. Students seeking enrolment on specific curriculum grounds (only applies to senior secondary programs, language continuity and other select entry schools only).
4. Where the Regional Director has restricted the enrolment, students who reside nearest the school.
5. All other students in order of closeness of their home to the school.
6. In exceptional circumstances, students who can demonstrate compassionate grounds.

## **Can a decision not to enrol a student be appealed?**

Yes, appeals by parents/guardians against a school's decision not to provide a placement are:

- Considered by the principal at the preferred school; and
- Escalated to the Regional Director when it cannot be resolved by the preferred school.

Appeals will be considered in the context of the priority order of placement.

## **Can students who live in the designated neighbourhood area for Warrnambool College enrol at Year Levels other than Year 7?**

Students whose families move to a permanent place of address in the Warrnambool College designated neighbourhood area have the right to enrol at the school.

## **How do I apply for enrolment at Warrnambool College?**

If you are applying for a place in Year 7 for the 2017 school year, parents with students in Grade 6 who are attending a Government primary school in the Warrnambool network will receive the relevant documentation through your Transition Coordinator. The forms, which were issued by the Department of Education and Training, are to be filled out and returned to your primary school by the specified date. The forms will then be forwarded to the College.

Parents with students in Grade 6 attending a Catholic Education primary school or Independent primary school should contact the school requesting an enrolment form. When complete, the form should be returned to the College by the specified date.

## **What are the enrolment requirements for entry into the College?**

Parents and guardians wishing to enrol their child into Warrnambool College will be required to provide documented evidence of their permanent address to ascertain whether they live in the designated neighbourhood area. Such documents must be current and include the primary care giver's name and address as follows:

- Utilities bill
- Lease / rental agreement
- Council rates bill

## **I live outside of Warrnambool College's neighbourhood area boundary. Can I still apply for entry into Warrnambool College?**

Yes, you may still apply for entry into the College. The priority order of placement (see above) will determine acceptance of your enrolment application.

## **I do not currently live in the designated neighbourhood area, but I will be moving into the area shortly. Can I still apply for entry into Warrnambool College?**

Your enrolment application will be considered once you live in the enrolment neighbourhood area for Warrnambool College and you have proof of your permanent place of address.

## **Is there a waiting list, and if so, how do I get onto it?**

Waiting lists are not applicable and will not be kept. As a Government school Warrnambool College follows state-wide timelines and only accepts enrolment applications on a year by year basis; that is you cannot apply for enrolment into year 7 any earlier than the year before commencement.

## **Is there an entrance exam to qualify for enrolment at Warrnambool College?**

No, Warrnambool College does not use an entrance exam as a way of selecting students for any program. The learning needs of students may determine pathways and programs after students have been enrolled in accordance with the statewide timeline.