

## CALEDONIAN PRIMARY SCHOOL ENROLMENT MANAGEMENT PLAN/POLICY

### School Context

Caledonian Primary School is located in the suburb of Brown Hill in the City of Ballarat. The school is situated approximately 121 kilometers from the Melbourne Central Business District. The school was originally established in 1877 as Brown Hill Primary School and in 1994 merged with Queen Street Primary School and was renamed as Caledonian Primary School. The school grounds are set on six acres and includes the original school building which houses administration offices, staff amenities and 4 classrooms. A second building includes an indoor general purpose centre with adjoining library and two classrooms. A third and more recently built building accommodates a further four classrooms with a central open space for collaborative learning. The grounds include extensive gardens, adventure playground, basketball courts and an oval.

### Policy Framework

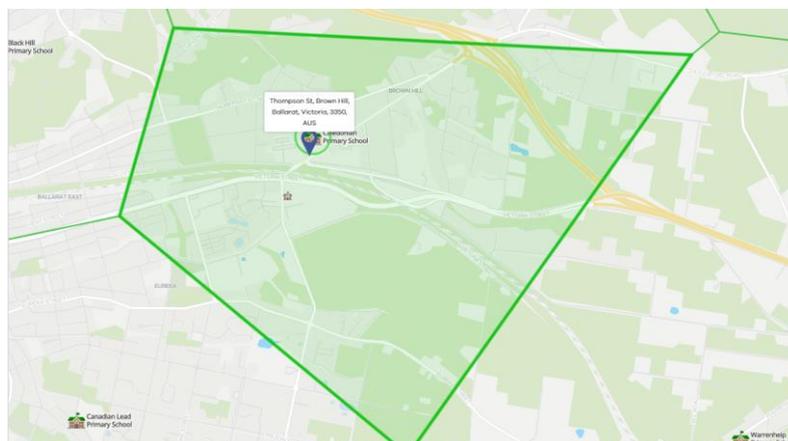
The 2006 Education and Training Reform Act (ETRA) underpins the Department of Education and Training (DET) enrolment policy which can be found at:

<http://www.education.vic.gov.au/school/principals/spag/Pages/azindexe.aspx> The policy states that all eligible children and young people have the right to be admitted to their designated neighbourhood government school.

### 2021 School zone

The Caledonian Primary School zone has been approved by the Minister for Education and ensures consistency with DET policy and the ETRA legislation regarding closest school. A student's designated neighbourhood school is generally the school that is nearest the student's permanent address as determined by the school zone.

The website <https://www.findmyschool.vic.gov.au> provides guidance on which school zone a student's permanent residence is located within. Simply enter current address.



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### Priority Order of Placement

The potential future demand for enrolment places from within the local community indicates that Caledonian Primary School must manage enrolments carefully and in accordance with the Priority Placement Order in the Enrolment Policy. A student's permanent place of address determines eligibility for enrolment at Caledonian Primary School.

Where there are insufficient places at a school for all students who seek entry, students are enrolled according to the Placement Policy's priority order of placement, which has five criteria. In circumstances when a school may not be able to accept all applications due to existing or future capacity concerns, our school must manage enrolment applications in accordance with the following priority order of placement:

1. Students for whom the school is the designated neighbourhood school.
2. Students with a sibling at the same permanent address who are attending the school at the same time.
3. Where the Regional Director has restricted the enrolment, students who reside nearest the school.
4. Students seeking enrolment on specific curriculum grounds.
5. All other students in order of closeness of their home to the school

The future capacity needs at Caledonian Primary School mean that enrolments prioritise the first two criteria. In exceptional circumstances, a student may be enrolled in a school based on compassionate grounds. This is an overarching consideration and does not form part of the priority order of placement. Schools are permitted to assess and make a determination for exceptional circumstances on a case-by-case basis.

Schools must ensure that all applicants eligible under a criterion have been offered a place before moving to consideration of the next. All students for whom the school is the designated neighbourhood school are guaranteed enrolment.

If you have any questions regarding the Caledonian Primary School Enrolment Management Plan, please contact the school.

Mr Ben Moody

Caledonian Primary School