

---

---

EDUCATION REGULATIONS 2012

*Notice of Policy by the Minister for Education*

PURSUANT to *Regulation 60(2)(a)* of the *Education Regulations 2012*, I, the Minister for Education publish the following Capacity Management Plan for the purposes of the enrolment of a child at East Marden Primary School:

## CAPACITY MANAGEMENT PLAN

*East Marden Primary School*

This Capacity Management Plan sets out the conditions for enrolment at East Marden Primary School (“the school”).

**Capacity of School**

As at the date of gazettal of this Policy, the school has an estimated school enrolment capacity of 756 students.

**East Marden Primary School zone**

A school zone is a defined area from which the school accepts its core intake of students. East Marden Primary School operates a school zone within the area bounded by:

- Torrens River, Church Road, Lower North East Road, Payneham Road and O G Road.

An online map of the East Marden Primary School zone and a search tool to indicate if an applicant’s home address is within the school zone is available at [www.education.sa.gov.au/findaschool](http://www.education.sa.gov.au/findaschool).

**Student Enrolment Numbers**

The number of students entering at **Reception** in any given year is limited to **104** students.

**International Education Program**

No International Education Program places will be offered at the school.

*Enrolment Criteria - By Year Level***YEAR LEVEL: RECEPTION****Application for Reception from students living in the school zone**

Priority consideration will be given to applications for enrolment from parents of prospective Reception students to attend the following school year, if they have been living inside the school zone prior to week 10, term 2 and whose application is received by this date.

If more than **104** applications for enrolment are received from parents living in the school zone by the beginning of week 10, term 2, places will be offered based on whether any, all or a combination of the following applies:

- the child has a sibling currently enrolled and will be attending the school in the same calendar year
- the length of time the child has lived in the school zone
- the distance of the child’s residence from the school
- other personal needs such as curriculum, transportation/location convenience, social/family links at the school.

The school will notify parents of the outcome of this process by week 7, term 3. Unsuccessful applicants will be placed on the enrolment register upon request, and referred for enrolment to other neighbouring schools.

**Late applications for Reception from students living in the school zone**

Families who move into the school zone or who are already living in the school zone but lodge their application for enrolment after the end of week 10, term 2, will only have their applications considered if or when vacancies exist, with priority consideration afforded to those applicants already on the school’s enrolment register.

If no vacancies exist, the applicants upon request, will be placed on the school’s enrolment register and referred for enrolment to other neighbouring schools.

**Application for Reception from students living outside the zone with siblings currently at the school**

There is no automatic entry for Reception students who live outside the school’s zone and have older siblings who currently attend the school.

**Intensive English Language Centre (IELC) Reception students**

Any Reception student offered enrolment at the school and who is eligible to attend an Intensive English Language Centre (IELC), will be able to attend an IELC during Reception and begin Year 1 at East Marden Primary School the following year.

**YEAR LEVELS: 1 TO 7**

Applications for enrolment from parents of prospective students living inside the school zone will be considered if or when vacancies exist, with priority consideration afforded to those applicants already on the school’s enrolment register.

In these cases, places will be offered based on siblings at the school, the length of time the child has lived in the school zone, the distance of the child’s residence from the school and other personal needs such as curriculum, transportation/location convenience and social/family links to the school.

The school will notify parents by the end of week 5, term 4 if a vacancy is available for their child to attend the following school year.

If no vacancies exist, the applicants will be encouraged to remain at their current primary school, or referred for enrolment to other neighbouring schools, and upon an applicant’s request placed on the school’s enrolment register.

**Out of zone applications with siblings currently at the school**

There is no automatic entry for siblings who live outside of the school zone to enrol in Year levels 1 to 7 at East Marden Primary School.

*Enrolment Criteria – General***Special circumstances**

Enrolment applications for special consideration based on compelling or unusual reasons, including but not limited to a child in care where there is custody or guardianship orders made under the *Children and Young People (Safety) Act 2017*, may be granted by the Principal in consultation with the Education Director. These applications will be assessed on a case by case basis.

*Enrolment Process***Enrolment Register**

Parents whose child’s name has been placed on the enrolment register will be contacted if vacancies become available.

The enrolment register will be reviewed and updated annually.

The position that a child’s name appears on the register is confidential and will only be disclosed as required by law.

**Monitoring and enforcement**

It is the responsibility of the parents applying for enrolment to be able to verify to the satisfaction of the school that the information provided is true and factual.

The Principal is responsible for the implementation of this Capacity Management Plan and all decisions on enrolments.

This Capacity Management Plan will be reviewed as required.

Dated: 3 September 2019

JOHN GARDNER  
Minister for Education

---