



Girraween Public School

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Girraween Public School
9 Bando Road
Girraween NSW 2145

Girraween Public School Enrolment Policy

The NSW Department of Education is committed to ensuring that every student learns, grows and belongs in an equitable and outstanding public education system. In line with this commitment, the department is changing the enrolment policy to support students and families to have more equitable access to NSW public schools. The changes will apply to enrolments commencing in Term 1 2025.

Purpose:

This enrolment policy outlines the procedures for enrolling students at Girraween Public School in accordance with the NSW Department of Education policies and guidelines. The aim is to ensure a fair and transparent enrolment process that supports the educational needs of all students.

Scope:

This policy applies to all prospective students and their families wishing to enrol at Girraween Public School.

Enrolment Procedures:

1. Eligibility for Enrolment:

- Students must meet the age requirements set by the NSW Department of Education.
- Students must reside within the designated school zone.
- Enrolment may be subject to criteria set by the school based on available resources and facilities.
- All temporary resident students will be entitled to enrol at their local school.
- Enrolment and tuition fees will be waived for regional students on Temporary Skill Shortage (subclass 482) visas.

2. Application Process:

- Parents or guardians must complete an online enrolment application form, which is available on the school's website.
- The completed application form must be submitted along with the required identification documentation.

3. Identification Check:

- To verify the identity of the student and their eligibility for enrolment, a 100-point identification check must be conducted. The following documents can be used to accumulate the necessary points:

Document Type	Points
Birth Certificate	70
Passport (Australian or Foreign)	70
Driver's License	50
Medicare Card	20
Utility Bill (e.g., Electricity, Water) with current address	30
Bank Statement (with current address)	30
Rental Agreement	40
Employment Letter (with current address)	20
School Reports (from previous school)	20
Family Court Orders (if applicable)	20
Other Government-issued ID (e.g., Centrelink)	40

- combination of documents must total at least 100 points. For example, a birth certificate (70 points) and a utility bill (30 points) meet the requirement.



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4. **Supporting Documentation:**

- Additional documents may be required, such as proof of residence, custody agreements (if applicable), and any relevant educational assessments.

5. **Review and Approval:**

- Once the application and identification documents are submitted, the enrolment committee will review the application.
- Parents or guardians may be contacted for further information or clarification if needed.
- Successful applicants will receive a confirmation of enrolment.

6. **Appeals Process:**

- If an enrolment application is not successful, parents or guardians have the right to appeal the decision. Appeals must be submitted in writing within 14 days of the notification of the outcome.

7. **Privacy and Confidentiality:**

- All personal information collected during the enrolment process will be handled confidentially and in accordance with the NSW Privacy and Personal Information Protection Act 1998.

Review of Policy:

This enrolment policy will be reviewed annually to ensure its effectiveness and compliance with NSW Department of Education guidelines.

Contact Information:

For further information regarding the enrolment process, please contact Girraween PS at 96313650.