

EDUCATION AND CHILDREN'S SERVICES REGULATIONS 2020

Notice of Policy by the Minister for Education, Training and Skills

PURSUANT to Regulation 12(1) of the *Education and Children's Services Regulations 2020*, I, the Minister for Education, Training and Skills publish the following Capacity Management Plan for the purposes of the enrolment of a child at Felixstow Primary School:

CAPACITY MANAGEMENT PLAN

Felixstow Primary School

This Capacity Management Plan sets out the conditions for enrolment at Felixstow Primary School ("the school").

Felixstow Primary School zone

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

The River Torrens, Riverside Drive, Langman Grove, Cardigan Avenue, Payneham Road, Glynburn Road, Allen Avenue, Scott Street, Davis Road, Almond Avenue, Castres Street, Barnes Road, Castres Street, Avenue Road, Rosella Street, Portrush Road, Payneham Road and O G Road.

An online map of the Felixstow 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.

Student Enrolment Numbers

The number of students entering at **reception** in any given year is limited to **21** students.

International Education Program

If the total number of enrolments is under the school's student enrolment ceiling, consideration can be given to offering international students enrolment at the school in the International Education Program.

The maximum number of students who can be offered enrolment at the school in the International Education Program in those circumstances is limited to **10** students across years Reception to year 6.

Enrolment Criteria - By Year Level

YEAR LEVEL: RECEPTION

Applications for enrolment from parents of prospective reception students must be eligible to start school in the following school year, as determined by the department's school and preschool enrolment policy and apply for enrolment through the school's registration of interest process for the coming school year:

The applicant must meet one of the following requirements to be eligible for a reception enrolment through the registration of interest process for the coming school year:

- the child is living in the Felixstow Primary School zone
- the child identifies as Aboriginal and/or Torres Strait Islander through the Enter for Success strategy.
- the child has been granted enrolment due to special or extenuating circumstances, including but not limited to a child in care where there is a custody or guardianship order made under the Children and Young People (Safety) Act 2017.

Application for reception from prospective students living in the school zone

Priority consideration will be given to applications for enrolment from parents of prospective reception students to attend the beginning of following school year (term 1) and mid-year of the same year (term 3), if they have been living inside the school zone prior to the end of **week 10, term 2** and whose application is received by this date.

If more than **21** applications for enrolment are received from parents living in the primary campus school zone, a priority order may be applied to applications and 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 distance of the child's residence from the school the length of time the child has lived in the school zone
- other personal needs such as, transportation/location convenience, social/family links at the school.

For applications for enrolment for the beginning of the following school year (term 1), the school will notify parents of the outcome of this process from **week 2, term 3**. For applications for enrolment to start mid-year of the following school year (term 3), the school will notify parents of the outcome of this process from **week 4, term 1** of the same school year.

Applicants not allocated to Felixstow Primary School will be placed on the enrolment register and the school will support the family to find an enrolment at a neighbouring school.

Enter for Success Strategy reception students

Through nominating Felixstow Primary School via the Enter for Success strategy, a child who identifies as Aboriginal and/ or Torres Strait Islander will automatically be offered a place at the school for the following year. Families can lodge their application for Reception up to the end of **term 4** to start at the beginning of the following school year (term 1), or up to the end of **term 2** to commence mid-year of the same school year (term 3).

Late applications for reception from prospective students living in the school zone

Families who move into the primary campus school zone or who are already living in the primary campus school zone but lodge their application for enrolment after the end of **week 10, term 2** will only have their applications considered if vacancies exist.

If no vacancies exist, the applicants upon request, will be placed on the school's enrolment register and the school will support the family to find an enrolment at a neighbouring 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 for the agreed period and return to the school upon exit from the program.

YEAR LEVELS: 1 TO 6

Applications for enrolment from parents of prospective students living inside the school zone will be considered if vacancies exist.

If no vacancies exist, the applicant will be encouraged to remain at their current primary school, or the school will support the family to find an enrolment at a neighbouring school, and upon an applicant's request placed on the school's enrolment register.

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

If there are more applicants on the enrolment register than places are available, places will be offered based on the child identifying as Aboriginal and/or Torres Strait Islander, has siblings at the school, the distance of the child's residence from the school, the length of time the child has lived in the school zone, and other personal needs such as transportation/location convenience and social/family links to the school.

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 **reception to year 6** at the 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 by the school by the end of **week 5, Term 4** if a vacancy is available for the following school year.

The enrolment register will be reviewed and updated annually by the school.

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.

If a child was enrolled at the school on the basis of false or misleading information (including residential address) the Chief Executive may direct that the child be instead enrolled at another Government school pursuant to section 63(1) of the *Education and Children's Services Act 2019*.

The Principal is responsible for the implementation of this Capacity Management Plan.

This Capacity Management Plan will be reviewed as required.

Dated: **15 March 2024**

Hon Blair Boyer MP

Minister for Education, Training and Skills