

CAMPBELL HIGH SCHOOL

2017 - 2018 SCHOOL ENROLMENT MANAGEMENT PLAN

Purpose

Where enrolment pressures are anticipated, schools will develop a School Enrolment Management Plan (SEMP) in consultation with their School Network Leader.

This School Enrolment Management Plan (SEMP) supports the [Parent/Carer Guide to Enrolment/Transfer for ACT Public Schools](#) and provides additional enrolment/transfer information for parents and carers.

General Enrolment Information

First round on-line enrolment applications are submitted from ACT residents, NSW residents and international students in Term 2.

An increased demand for the school enrolments from our PEA (priority enrolment area) and ACT residents has resulted in limited availability of placements for students residing outside of the ACT. Parents/carers of children residing in NSW cannot assume enrolment rights for their children at their preferred ACT school.

Year 7 (First Round intake) students who live within the Campbell High School PEA are guaranteed enrolment at the school, subject to proof of residency. Other ACT residents are then able to be offered places. Subject to the School Capacity & School Enrolment Limit (see below), any remaining places may be available to NSW residents. **Residents of NSW do not have priority for enrolment at ACT public schools.** ([FAQ On Priority Enrolment Areas](#))

If Campbell High School cannot offer a prospective student from outside the PEA a place, the application will be forwarded to the next preference school listed. For ACT residents where there is no next choice school listed, the application will be forwarded to your PEA school. For NSW residents where no other choice is listed, parents/carers will be advised to submit a new on-line application form from the Education Directorate's [Enrolling/Transferring – ACT Public Schools webpage](#).

Priority Enrolment Area

A school's PEA is the geographical area from which the school accepts its core intake of students. PEA boundaries are established with consideration of school capacity, projected placements, land release and housing data and trends in local communities to ensure that children have access to schools in their local area.

The PEA for Campbell High School includes the suburbs of Ainslie, Braddon, Campbell, Canberra City, Duntroon, Fairbairn, Hackett, Pialligo, Reid and Russell. The suburb of Watson has a shared enrolment zone with Lyneham High School. The [PEA table](#) is located on the ACT Education and Training Directorate's website. Detailed maps of PEAs can be found on the [Allhomes](#) website.

Proof of residence within the PEA is required. **Acceptable proof of residential address include: rental tenancy agreement /rates notice accompanied by a current utilities bill (electricity/gas).** Statutory declarations are not acceptable.

You are only guaranteed enrolment at a school if you live in a school's PEA and your residential address can be confirmed by the school.

School Capacity & School Enrolment Limit

As per the Enrolment in [ACT Public Schools \(Early Childhood Schools – Year 12\) Procedure](#) a school may accept enrolments from outside its PEA subject to the school's limit and capacity. If your child has an Out of Area enrolment (OAE) in a primary school that is located in CHS's PEA, enrolment at the high school is not guaranteed.

For 2018, Campbell High School currently has capacity to accept all students from its PEA.

Enrolments of students from outside the PEA will be carefully managed as the school must allow spaces for those students who move into the PEA throughout the year, including late defence postings, as well as the operational needs and capacity of the school in the immediate year as well as into the future years.

Criteria for Enrolment/Transfer

Enrolment Priority at Campbell High School is as follows:

1. Students who live in the school's Priority Enrolment Area
2. ACT resident siblings of students concurrently enrolled at the school
3. ACT student well-being: where special enrolment/transfer is requested, supporting documentation from a registered psychologist or medical specialist may be required.
4. Other ACT (non-PEA) students
5. Non-ACT resident students

Out of Area Enrolment (OAE) applications will be considered on a case by case basis and may consider factors such as – available space, siblings already at the school, late defence posting, distance to nearest high school, primary school cohort and specialist program considerations. When completing the on-line enrolment parents are encouraged to address these criteria in detail to support their child's application. The school will make a decision on an enrolment offer based upon the information contained in the application and any other relevant material provided to support the application.

2018 Enrolment Timeline:

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| Term 2 | Initial Enrolment Consideration period commences 26 April (for all families seeking enrolment) |
| | Initial Enrolment Consideration period closes 29 May |
| | Initial Enrolment Consideration period decisions emailed 23 June (<u>For PEA and Other ACT</u>) |
| Term 3 | Continue to process <u>PEA and other ACT</u> as received |
| Term 4 | NSW applications considered & processed (as school capacity allows) |