PURPOSE
All children enrolling at Strathmore Primary School are entitled to a smooth transition into their early educational environment. At Strathmore Primary School we strive to ensure that all children become an integral part of our school community with minimum disruption coupled with maximum support.

Strathmore Primary School has a responsibility to enrol all children for whom the school is the nearest to their permanent residential address.

We believe that the placement of an enrolment ceiling at Strathmore Primary School enables the maximisation of learning and recreational facilities whilst continuing to maintain a safe school environment.

AIM
It is imperative that we manage the school enrolment process to ensure the upper limit of 525 students is not exceeded.

In order to do this we aim to:

• Provide an efficient and streamlined process of enrolment that satisfies the needs of students, staff and the broader Strathmore Primary School community.
• Continue to provide sufficient teaching and recreational facilities for all children and to apply the agreed policy guidelines to ensure a fair and equitable process for all enrolment applications.

ELIGIBILITY
To be eligible for enrolment, a child must have had his/her fifth birthday by April 30 in the year in which he/she commences school.

For children whose birthday falls post April 30 in the year in which he/she commences school, the application must first be approved by the Department of Education before the application can be considered by the school.

ENROLMENT PRIORITIES
As deemed by the Department of Education and endorsed by the Strathmore Primary School Council, the enrolment limit at Strathmore Primary School will be 525 pupils.

Where there are insufficient places at any year level for students who seek entry, the following priority is used to determine which students will be enrolled:

1. The primary purpose of Strathmore Primary School is to provide a state school based education service to those who reside within the Strathmore Primary School catchment area. Our priority must be students for whom Strathmore Primary School is the nearest school (by straight in line radius from the school) to their permanent residential address or in the neighbourhood zone.
2. Students with siblings who will be concurrently attending Strathmore Primary School;
3. Children of current Strathmore Primary School staff.
4. Students in order of closeness of their home to Strathmore Primary (by straight line radius from the school).

IMPLEMENTATION

- An ‘Expression of Interest to Enrol’ will be established, based on the above criteria.
- Families with prospective enrolment/s will be given a copy of this policy as part of their normal enrolment process.
- On making application for an enrolment, families will need to firstly fulfil the above enrolment criteria.
- Enrolment applications will be accepted for all prospective students from the start of Term 2 in the year preceding the actual enrolment.
- Letters confirming each child’s actual enrolment status will be sent in the first two weeks of October each year.
- Where applicant numbers exceed available places proof of permanent residence will be required before enrolment can be finalised. (E.g. rates notice, rental agreement, gas/electricity bill or a contract of sale/occupancy).

It is the Principal who will be responsible for overseeing the implementation and administration of this policy.

Ratified by School Council: 19th May 2014