

NON-LOCAL (Out of Area) ENROLMENT APPLICATION ADVICE TO PARENTS AND CARERS

Thank you for your consideration for enrolling your child at Balgowlah Heights Public School. Detailed below is information regarding a non-local (out of area) enrolment.

In most instances our school will be unable to accept enrolment applications from students residing outside the school's drawing area. A request for a non-local application may then be submitted for consideration by the non-local school's enrolment panel.

NON-LOCAL (Out of Area) ENROLMENT APPLICATION PROCESS

1. **Parents in the first instance are requested to make an application for enrolment at their designated local school** (according to school catchment maps) <https://education.nsw.gov.au/school-finder/index>
2. **Parents may make an application for a Non-Local Enrolment for a school other than their local Public School** based on the Department's enrolment policy guidelines for 'out of area' applications to be considered by the school's enrolment panel and according to the Department's policy and subject to selection criteria such as availability of appropriate staff and classroom accommodation. <https://education.nsw.gov.au/policy-library/policies/enrolment-of-students-in-nsw-government-schools>
3. **The criteria that may be considered** for seeking an "out of area' enrolment application could include factors such as:
 - proximity and access to the school
 - siblings already enrolled at the school
 - medical reasons
 - safety and supervision of the student before and after school
 - availability of subjects or combinations of subjects
 - special interests and abilities
 - compassionate circumstances
 - structure and organisation of the school
 - family law or other relevant court orders (if applicable).

**PLEASE NOTE: Submission of this form does not imply acceptance of enrolment.
NON-LOCAL (Out of Area) REQUEST FOR CONSIDERATION**

Student's full name	
Date of birth	
Male/Female	
Residential address	
Home phone	
Mother/Carer	Name:
	Mobile: Work:
Father/Carer	Name:
	Mobile: Work:
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Please circle your local designated school </div>	<i>Balgowlah Heights Public School , Balgowlah North Public School, Beacon Hill Public School, Brookvale Public School, Curl Curl North Public School, Dee Why Public School, Harbord Public School, Manly Vale Public School, Manly Village Public School, Manly West Public School, Narraweena Public School, Seaforth Public School, Other (please name) _____</i>
Present school or pre-school	Current grade:
Other schools applied for	

- I have attached a letter clearly stating reasons to support my application
- I have contacted the school administration office at my designated local Public School

Signed _____ Date _____

OFFICE USE ONLY

Date received	
Place available	
Parents advised on	
Notes	