



# PRIMBEE PUBLIC SCHOOL

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Principal: Sharon Rigg

RESPECT

SAFETY

ACTIVE LEARNING



## OUT OF AREA APPLICATION FOR PRIMBEE PUBLIC SCHOOL

STUDENT NAME:		DATE OF BIRTH:	
PARENT/CARER 1:			
PARENT/CARER 2:			
STUDENTS ADDRESS (VERIFIED BY 100 POINT CHECK):			
DESIGNATED LOCAL ENROLMENT SCHOOL IS:			
<i>I have been to my child's local school to discuss enrolment</i>			
SIGNED PARENT/CARER:		DATE:	
<i>To be completed by the local designated Principal</i>			
NAME OF PRINCIPAL .....		STAFF MEMBER.....	
OF .....		PUBLIC SCHOOL	
SCHOOL STAMP:			
DATE:			

FORWARD THIS FORM WITH THE SUPPORTING REASONS  
TO THE PRINCIPAL OF THE NON-LOCAL PRIMARY SCHOOL  
AT WHICH YOU ARE SEEKING PLACEMENT

# Non-Local Primary School Placement Information for Parents

Please read carefully before completing the form.

Parents may apply for the non-local enrolment of their child in up to two (2) schools of their choice in addition to their designated local school. A separate application form is required for each school.

**Reasons for choosing non-local placements may include:**

- The child's age
- The type of school
- The resources of the school
- The existing number of permanent classrooms and other facilities at the school
- Siblings already enrolled at the school
- Proximity and access to the school
- Medical reasons
- Safety and supervision of the student before and after school
- Compassionate circumstances
- Structure and organisation of the school
- The principal will ensure that the established criteria are applied equitably to all applicants. Parents will be provided with an explanation of the decisions of the placement panel, the appeal should be made in writing to the principal. The principal will seek to resolve the matter. If the matter is not resolved the Director Educational Leadership will consider the appeal and make a determination. The Director Educational Leadership will consult with the relevant Principal as necessary.

To check for a designated local school, the following website can be consulted:  
[education.nsw.gov.au/school-finder/index](http://education.nsw.gov.au/school-finder/index)

The number of students a school may enrol is limited by the availability of classroom space. This means that some schools may not have room for non-local enrolments after accommodating local children. To avoid disappointment, parents should check that there are places available in a school before applying.

Once a student enrolls in non-local school, transfer to another non-local school will only be possible in exceptional circumstances. Transfer to the student's local school will be allowed if space is available.

Parents can appeal against decisions regarding non-local placement by writing to the Assistant Director-General (Region).

*Reasons to support a non-local school application (Please address criteria)*

Reasons:

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**SIGNED PARENT/CARER:**

**DATE:**

*If necessary, you may attach additional information in support of your request*