

## **Enrolment Management**

A local state school is a primary or secondary state school which is closest to a student's principal place of residence.

### **School Enrolment Management Plans:**

School Enrolment Management Plans (School EMPs) are used by some state schools to actively manage enrolments where the school is nearing its maximum enrolment capacity level. This ensures that sufficient enrolment capacity in a school is reserved to accommodate local students and provides a fair process for prioritising enrolments where parents wish to enrol their children in a state school other than their local state school.

### **Students within catchment:**

All students, whose principal place of residence is within the school's catchment area/s, are (subject to the *Education (General Provisions) Act 2006 (Qld)*) eligible for enrolment at the school. The school Principal will hold places for students who relocate to within the catchment area throughout the school year.

Other students outside the catchment area deemed to be eligible for enrolment:

- The following groups of students will be deemed as eligible for enrolment, even though they may reside outside the school's catchment area:
- Children and young people who are subject to child protection orders that grant guardianship or custody to the Chief Executive Officer of the Department of Communities, Child Safety and Disability Services (Child Safety Services)
- Siblings of current students at a school who reside outside of the catchment area are eligible for enrolment at the school (excluding siblings of students in a Program of Excellence). Where a state school has both a primary and secondary campus, siblings are only eligible to enrol in the same campus as the currently enrolled student
- Students whose parent or legal guardian is employed by the school
- Students who live outside the catchment area and are verified with a disability can enrol at the school to attend the specific disability program if it is the closest program to their home and meets their individualised needs
- Students who have been excluded from a school other than this school, as determined by the Regional Director.

### **Out-of-Catchment Enrolments:**

A state school's ability to accept students who live outside the local catchment should be considered according to the following "Out-of-Catchment Criteria":

1. the amount of spare enrolment capacity once the demand for in-catchment enrolments has been met
2. allowing sufficient space for students relocating into the catchment during the year
3. ensuring an even spread of students across all year levels while maintaining class size targets
4. ensuring any out-of-catchment enrolments will not reduce the school's capacity to meet in-catchment enrolments for the current year and in future years. Students from outside the catchment area applying for enrolment are placed on a waiting list.