

## Enrolment Management Plan

### Girraween Primary School

#### Updated October 2017

*A school that has reached 85 per cent operating capacity must develop an Enrolment Management Plan as outlined in the [Enrolment Management and Priority Enrolment Guidelines](#). The school has 10 business days to submit its Enrolment Management Plan to the Regional Director for endorsement. Enrolment Management Plans are to be submitted to the Executive Director (North/South) for approval. Independent public school plans are approved by the Chief Executive, or delegate.*

Girraween Primary recognises its obligation to ensure students living within the priority enrolment area have access to educational services and facilities at this school. Current enrolments are at a level requiring the school to place restrictions on out-of-priority enrolment area enrolments to ensure that it meets its educational obligations to local students.

This Enrolment Management Plan is aligned with the Department of Education Enrolment Management and Priority Enrolment Guidelines and outlines the measures that are currently in force at Girraween Primary.

### Operational capacity

The maximum operational capacity of the primary school is 428 students.

The current number of enrolments in the primary school is 443 students.

This equates to 103% per cent operational capacity in 2017. In 2018, we anticipate having 460 students in the primary school which equates to of 107% operational capacity.

### Current statistics

Current student numbers by year level are:

*Complete the relevant section based on the school's student enrolments. PEA = priority enrolment area. Middle and senior secondary schools may also be required to provide statistics regarding student enrolments in subjects provided at the school.*

	Year level	Students from inside PEA		Students from outside PEA		Total students		No. of classrooms	
		2016	2017	2016	2017	2016	2017		
	<b>Primary School</b>	Transition	64	49	2	2	66	51	3
1		50	70	7	2	57	72	3	
2		47	47	6	9	53	56	2	
3		60	57	9	3	69	60	2.5	
4		66	54	8	15	74	69	2.5	
5		51	65	14	11	65	76	3	
6		35	40	8	19	42	59	2	
							426	443	

Program Name	Details
Library	Release program for teachers and hub of the school.
Literacy Intervention	Library alcove
Music	Release program for teachers, operates from the stage area. Instrumental lessons occur in the OSHC demountable twice two days per week.
PE	Teacher base in teacher office, program in hall and outside.
Special Needs x2	Operates from teacher office and withdrawal room in 2 blocks
Counselling,	OSHC demountable
chaplancy	Operates from teacher office

## Priority enrolment area

The priority enrolment area is outlined in the attached map. The number of students currently enrolled who reside outside the priority enrolment area is 62 students. The majority of these students are in years 4-6; 45 students. These students enrolled before Girraween was implementing a managed enrolment plan or have moved out of the area after enrolling.

## Population growth forecasts

*Details are unavailable at this time, this will be added when available.*

## Assessment criteria

Enrolment applications for a student who **resides within** the priority enrolment area will be accepted. Parents who wish to enrol a child in the school must demonstrate that the student's primary place of residence is within the priority enrolment area.

All enrolment applications for students who **reside outside** the priority enrolment area will be assessed using the following criteria:

- The only new students enrolled from outside the priority enrolment area are:
- (a) Siblings of students already attending the school.
  - (b) Children of staff members.

## Priority enrolment area enrolment contingency

All applications for enrolment from students residing outside the priority enrolment area will be declined. At this stage all enrolments in the priority enrolment area are given a space.

## Enrolment management strategies

The following enrolment management strategies will apply while this Enrolment Management Plan is in force.

1. Strict adherence to the priority enrolment area assessment criteria for acceptance of future enrolments. Prior to an enrolment being accepted, parents must provide proof of evidence in the form of a rental agreement or a rates notice. Driver's licences will not be accepted as proof of residence. In cases where a family is living on a block in a dwelling where they do not pay for services, a statutory declaration from the owner of the block is required.
2. In the first instance only enrol students into preschool who live in our area. If there are no vacancies at other preschools we will accept children out of area but will advise families, in writing, that acceptance of a student into a preschool outside the priority enrolment area does not guarantee acceptance of that student into the school for Transition and beyond. In 2018, parents will also be advised that if they move out of the area during the pre-school year, they will not be eligible for a position in the primary school at Girraween.
3. Increasing capacity through maximising the use of available infrastructure. We are already using the multi purpose room for a classroom.

Additional strategies being undertaken by the school include:

4. Consideration to use the OSCH demountable could be given but this room is very noisy when it is raining making it non conducive to learning. Sound proofing will be required before this room can be deemed suitable. Our OSHC caters for over 120 students in before and after school care and really does need their own space.
5. Stage area is another consideration but this is not desirable as we use the stage for assemblies and also for specialist classes. It takes away our only whole school meeting place.
6. Library was sectioned off and was used for a classroom short term, it was not ideal as the barriers did not buffer noise from the two teaching areas.

## Date to be published


The Enrolment Management Plan for Girraween Primary School will be published on December 1 on the following sites:

- Department of Education website [www.education.nt.gov.au](http://www.education.nt.gov.au)
- Girraween Primary website

## Review

This Enrolment Management Plan will remain in force until enrolments fall to seventy-five per cent, or below, operational capacity. The plan is to be reviewed annually or more frequently if required to reflect a significant change in enrolments and/or the operational capacity of the school.

## Approval

Prepared by:		
Helen Chatto		22/10/17
Principal name and signature	_____	_____
		Date
Endorsed by:		
Regional Director name and signature	_____	_____
		Date
Approved by:		
_____		_____

Executive Director or Chief Executive name and signature

Date