

Enrolment Policy

Rationale

Mackellar Girls Campus has a proud tradition of student excellence in academic, creative and performing arts, and sport achievement.

The campus's local area is determined by the Department of Education (DoE). In accordance with the Education Reform Act 1990 this school ensures that every eligible local child will have a place.

Aims

- To provide information for prospective students/carers and parents.
- To provide a consistent and transparent process for the enrolment of students.

Implementation

- The Years 6 to 7 process begins every year during Term 1.
- Information regarding Year 6 to 7 enrolment will be communicated by the child's local primary school. For children attending a non-government school, parents will need to approach Mackellar directly.
- Local applicants must verify their address with 100 points of identification including council rates or a lease agreement. Students wishing to enrol will be required to complete the online application to Enrol in an NSW Government school form. It must be noted that until a completed application to enrol form has been accepted by the school, a child's enrolment has not been finalised.
- The enrolment cap is the number of students that can be enrolled at a school based on the school's permanent accommodation. If the school is at or exceeding capacity it will not accept non-local enrolment applications unless there are exceptional circumstances, or a sibling is already enrolled at the school and this enrolment will be concurrent.
- Non-local applicants are invited to submit an out of area application. Applications must include a copy of the students last school report and any other relevant supporting documentation. Out of area applications will be determined by an enrolment panel. The enrolment panel will review applications against the criteria stated below.

Criteria Used to Select Non-local Applicants

Non-local applicants will be selected on evidence that a student, in taking full advantage of the opportunities available, would maximise educational outcomes. Non-local applicants will be selected against:

- Special interests and a demonstrated commitment to learning and personal academic progress.
- Success in music/band, performing arts, dance, sport.
- Siblings of a current student/s where the enrolment will be concurrent.
- Other exceptional circumstances.

Evaluation

This policy will be evaluated as part of a three-year cycle or when necessary. Last update: February 2025