



# APPLICATION FORM FOR OUT OF CATCHMENT ENROLMENT

Please note that this is an application for consideration of

**Enrolment outside of our Enrolment Management Plan catchment area**

Out-of-Catchment application: Applications from any other person, not meeting the criteria outlined above, is an out-of-catchment application. Enrolment of students from outside the local catchment area is restricted to ensure that the total current and forecast enrolments do not exceed the Student Enrolment Capacity. This school can only enrol out-of-catchment students:-

1. If there is sufficient spare capacity after reserving places for students who move into the catchment during the year; and
2. After taking into account the school's projected future enrolment growth.

Out-of-catchment students applying for enrolment at this school are placed on a waiting list

## PERSONAL DATA

<b>Student Name</b>			
<b>Date of Birth</b>		<b>Male</b>	<b>Female</b>
			<b>(Tick one box)</b>
<b>Current School/ Day Care</b>			
<b>Home Address (Student)</b>			
<b>Parent/Carer 1</b>	<b>Mr</b>	<b>Mrs</b>	<b>Ms</b>
<b>Mobile No:</b>	<b>Home No:</b>		
<b>Email Contact</b>			
(Email is Compulsory as the final outcome of this application will be sent via email)			
<b>Parent/Carer 2</b>	<b>Mr</b>	<b>Mrs</b>	<b>Ms</b>

### REASON FOR REQUEST FOR OUT-OF-CATCHMENT APPLICATION

Sibling/s attend KSS (Name/s & Class/es)

Other (please specify)

### Decisions on Enrolment:

- The principal is responsible for all decisions on enrolments.
- Where a Principal forms a preliminary view that an application will not succeed, parents will be notified in writing. Parents may respond to the Principal's preliminary view by making a submission to the Principal, no later than seven school days after receiving the preliminary view letter.
- If no submission is received, the Principal's preliminary view will be treated as the final decision and no further notice will be provided.
- If a submission is received, the Principal will consider the submission and make a final decision. A final decision notice will be proved to the applicant as soon as is practicable.
- There is no internal review of the Principal's decision.

I have read and understood the School's processes concerning consideration for out-of-catchment enrolment.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_