

# Palmerston District Primary School

## SCHOOL ENROLMENT MANAGEMENT PLAN (SEMP)

Effective from 8/April/2016

**Background:** Where high student enrolment trends are experienced or anticipated, schools will develop a School Enrolment Management Plan (SEMP) in consultation with their School Network Leader.

### The purpose of the SEMP is to:

- inform school enrolment decision making
- provide enrolment/transfer clarity and transparency
- ensure that EDU procedures form the basis of enrolment decisions making
- provide an opportunity for each school to articulate any enrolment practices that supplement EDU enrolment priorities

**Priority Enrolment Area:** A school's Priority Enrolment Area (PEA) is the geographical area from which the school accepts its core intake of students. The PEA table defines the area for each school is available at

[http://www.det.act.gov.au/school\\_education/enrolling\\_in\\_an\\_act\\_public\\_school/priority\\_placement\\_areas](http://www.det.act.gov.au/school_education/enrolling_in_an_act_public_school/priority_placement_areas).

Enrolment of students from outside the PEA are carefully managed to ensure that all students who reside in the PEA are accommodated.

### School capacity:

- The operational capacity of the school is 464
- The school's total capacity of the school is 525

The school is required to manage enrolment to allow places for students who move into the PEA throughout the year or make last enrolment. Consequently the school is required to set a first round limit to allow for those additional students.

In addition to the EDU enrolment priorities, the following considerations are relevant to this school. Noting that a majority schools will not have additional considerations or steps:

Additional enrolment considerations as agreed with your SNL.

- *PEA enrolments to be accepted*
- *Our preschool sessions to be offered initially of 22 students in each class.*
- *Consideration of enrolment of shared zone students with Franklin Early Childhood School will occur from 2016*
- *IEC student enrolment is managed by the school based on EDU policy*
- *Students exiting the IEC return to their home school. Special consideration may be given to IEC exiting students who are planning to remain in the ACT in the short term. The school will balance this potential with the need for appropriate class sizes and availability of spaces for further PEA enrolments.*
- *LSU enrolments are managed externally by the EDU Central Placement process*
- *Students who live in Palmerston 50% or more of the time are considered as living in the PEA and are guaranteed a place at Palmerston District Primary School*
- *Siblings of currently enrolled students at Palmerston District Primary School.*

**Preschools with high and excess demand:** In consultation with local area schools principals will:

- nominate local area schools that have identified capacity; and
- in conjunction with local schools and SNL, develop a strategy to accommodate all students.

**Shared Zones with high demand:** Local area principals are to:

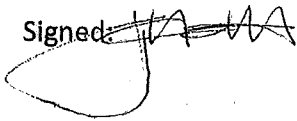
- liaise formally with shared zone principals to ensure all students are accommodated; and
- develop a strategy that communicates up-to-date vacancies.

**Agreement between school principal and SNL:**

SNL name: Judith Hamilton

Principal name: Melissa Travers

Signed:

 13/10/16

Signed:

 13/10/16