



ENROLMENT POLICY 2024 – 2025

Applications for Local Enrolment

Local students MUST reside within the school's drawing area in the company of their parent/legal guardian. The offer of enrolment is subject to verification of your place or residence.

The school's enrolment policy outlines that before the enrolment process commences the following must be presented for consideration, 100-point residential address check to verify that the student being presented for enrolment lives within the intake area.

You are required to submit documents to prove your place of residency. These documents must be:

- Copy of a current Rates notice and proof of payment; OR
- Current 12 month Rental Agreement with a Real Estate Agent & Bond Certificate (issued by Department of Fair Trading)

Further documents to be submitted to make up the 100-points, can be referred to in the table verifying 100-point residential address check. *Please note, these documents need to have been posted directly to you at your residential address.*

Applications for Non-Local Enrolment

Students should attend their local school. Homebush Boys High School will consider non-local enrolments only when the school enrolment is not exceeding the enrolment cap and there is a vacancy within the year group.

Non-local applications will be considered according to the following criteria:

- Compassionate reasons
- Safety and supervision of the student (or sibling) before and after school
- Preference for a single sex boy's school
- Availability of subjects, combinations of subjects or specific school courses including students continuing their studies in Mandarin or Korean Languages

The Principal will interview each applicant to determine suitability and final placement. In the case of the transition from Year 6 into Year 7, an enrolment panel chaired by the Principal will determine placements.

All students are enrolled with the parent signing an undertaking that their son/guardian will abide by the schools "Fair Discipline Code, Safety, Learning and Respect Matrix", including the school Uniform Policy.

Students enrolling in Years 9 to 12 need to be aware that they will be limited to elective subject choices that have a vacancy.

Documents Required for Enrolment

In all the above, the name of the documentation must be in the name of the legal guardian. To establish guardianship the school will need:

- Photo identification to verify the identity of parent/caregiver;
- Papers from the Guardianship Board or Family Law Court, if living with an adult other than a parent; and
- Proof of current guardianship by one of the parents, in case of parental separation, eg. Centrelink Advice Notice.

Student documentation to be provided to the school:

- Last two (2) school reports, translated into English;
- Birth Certificate/Passport (and Visa if applicable);
- Most recent NAPLAN results from Year 5, 7, or 9;
- Documentation relating to special needs, if relevant.

Please note:

- Completion of the initial enrolment form **does not automatically guarantee enrolment**
- The Principal will finalise the enrolment application
- The applicant's given address is understood to be the point from which they leave in the morning and their destination in the afternoon
- The penalty for providing false or misleading information to a school when making an application for enrolment has up to 2 years imprisonment, \$22,000 fine or both in accordance with Section 207B of the Crimes Act 1900
- De-enrolment may follow, and/or prosecution, if false or misleading information is given

100-point Checklist for Local Enrolments

Document showing the full name of the child's parent		Points
1.	Only one of (i.e. no additional points for additional documents) 1.1 Council rates notice 1.2 Lease agreement through a registered real estate agent for a period of at least 12 months or rental board bond receipt 1.3 Exchange contract of sale with settlement to occur within the applicable school year	40
2.	Any of the following: 2.1 Private rental agreement for a period of at least 12 months 2.2 Centrelink payment statement showing home address 2.3 Electoral roll statement	20 each
3.	Any of the following documents: 3.1 Electricity or gas bill showing the service address* 3.2 Water bill showing service address* 3.3 Telephone or internet bill showing the service address* 3.4 Drivers licence or government issued ID showing home address* 3.5 Home building or home contents insurance showing the service address 3.6 Motor vehicle registration or compulsory third-party insurance policy showing home address 3.7 Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this.	15 each

* Up to three months old

Homebush Boys High School Catchment Area

