**YARRALUMLA PRIMARY SCHOOL**

**SCHOOL ENROLMENT MANAGEMENT PLAN**

**Endorsed by School Board – 3 December 2015**

**Purpose**

As enrolment pressures are anticipated at Yarralumla Primary, it has developed a School Enrolment Management Plan (SEMP) in consultation with our South Weston School Network Leader.

The SEMP supports the parent/carer guide to enrolment/transfer for ACT public schools and provides additional enrolment/transfer clarity for schools with specialised programs/pathways that have specific entry requirements.

**Yarralumla Primary's Priority Enrolment Area**

Yarralumla Primary's PEA is the suburb of Yarralumla and parts of the western half of the suburb of Deakin - west of the boundary line that runs down Adelaide Avenue, along Hopetoun Circuit, Macgregor Street, Stradbroke Street, Stonehaven Crescent and Strickland Crescent. The PEA for the Montessori Cycle 1 program is the whole of the ACT.

For more detail, go to the following website and click on the option of ACT School Public Zones and then Primary Schools at the bottom of the map:

<http://www.allhomes.com.au/ah/act/maps>

**School capacity**

Yarralumla is a K-6 primary school which includes a Montessori cycle 1 program (3 to 6 year olds), and an English only mainstream class (4, 5, 6). It has two Learning Support Units (Autism) and two preschool classes.

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

The school provides a K-6 English program for 50% of the week and a K-6 Italian program for 50% of the week.

**School Enrolment Limit**

The school allows spaces for those students who move into the PEA throughout the year. Consequently the school is required to set a first round limit to allow for those additional students.

The initial year of entry – preschool has a capacity of [44] and the enrolment limit for the first round of enrolments is [40].

**Criteria for Enrolment/Transfer**

The school makes a decision on an enrolment offer based upon the information presented against the criteria outlined below:

1. Student resides in the PEA (Priority Enrolment Area) and/or is a sibling of student/s already enrolled. The PEA for the Montessori Cycle 1 program is the whole of the ACT.
2. Out of PEA student is enrolling in Montessori Cycle 1 program
3. Out of PEA student’s wellbeing is subject to special consideration
4. Out of PEA student has one or both parents who is a native and/or bilingual Italian speaker
5. Out of PEA student has Italian heritage: i.e. grandparents or extended family are Italian speakers
6. Out of PEA student is an ACT resident whose family has selected Yarralumla Primary as a school of choice for its bilingual education (commitment demonstrated at interview).

With the exception of category 2, a family’s commitment to the bilingual program and the philosophy of second language immersion at Yarralumla Primary is highly desirable. Families enrolling in the Montessori program should have a commitment to the Montessori philosophy and the completion of the 3 year program.

Enrolment of an Out of PEA student in Categories 3 to 6 can only be made if there is an available place in the child’s respective age cohort. These criteria are used to determine entry requirements for Yarralumla Primary’s specialised bilingual program. They are documented and placed on the school website.

**Preschool has high and excess demand**

In consultation with local area schools, Yarralumla Primary’s Principal will:

* nominate local area schools that have identified capacity and
* develop appropriate strategies to accommodate all students

**Shared Zones with high demand**

Yarralumla Primary’s Principal will:

* nominate schools in the local area and their capacity.
* share enrolment information with principal colleagues to be aware with up-to-date vacancies .

**Important Dates**

Open Day/Information Session with parents:

The school is open, by appointment, during the school term for prospective families to visit and seek information about the education programs offered at the school.

**Appeal Process**

A letter of review by unsuccessful applicants can be forwarded to the school’s School Enrolments Review Committee (Principal, nominated Board member, Executive teacher) for further consideration by the last day of term two.