

## **Coffs Harbour High School**

Principal: Mr Peter South - MEd, BSc, JP

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By:

ABN No: 18 246 198 266

## **Enquiry Form for Out of Area Enrolment**

Student Given Name/s:	
Students Surname:	
Date of Birth:	Gender (M/F)
Student Residential Address:	
Current School:	Academic Year
Parent/Guardian Full Name/s:	
Parent/Guardian Day Contact No:	
· ·	at Coffs Harbour High School (please tick boxes below).  h any supporting documentation to your application
$\square$ Siblings already enrolled at the school	☐ Medical reasons
☐ Other exceptional circumstances	☐ Availability of subjects (senior students only)
Thank you for your enquiry. The school will contact you regarding the outcome	

OFFICE USE ONLY: Approval given to enrol: Y/N Parent Contacted on:

## Non-Local Enrolments

Coffs Harbour High School currently has an enrolment ceiling set by the Department of Education, based on the number of available classroom spaces at the school. Every school is required to set an enrolment buffer to allow enough spare places to enrol any local students starting later in the year. As such, the school is required to decline non-local enrolments unless they need to occur for special and unique circumstances. These circumstances include

- Medical reasons
- Disability
- Siblings already enrolled at the school
- Exceptional circumstances
- Availability of subjects (senior students only)

Only exceptional cases that meet these criteria can be considered by the school enrolment placement panel. When considering an application to enrol, the panel will consider whether any exceptional circumstances / needs can be met elsewhere at the student's local school.

Further information on enrolment procedures and criteria can be found on our school website.

Peter South – Med, BSc, JP Principal – Coffs Harbour High School