



COOMERA SPRINGS STATE SCHOOL
RESPECT, INTEGRITY, EXCELLENCE

Neil Miller
 DATE 26/10/09
 APPROVED/NOT APPROVED
 NEIL MILLER
 ASSISTANT DIRECTOR-GENERAL
 Strategy and Planning

All necessary amendments to this plan will be notified through the registration and gazettal of a new plan. Except in the case of a change of catchment area, the provisions of the new plan will come into force as of the date of gazettal.

**COOMERA SPRINGS STATE SCHOOL
ENROLMENT MANAGEMENT PLAN**

Background

Coomera Springs State School is a P-7 school that opened in 2008. The school is in a growth corridor between Brisbane and the Gold Coast, so enrolment demand is high.

Rationale

Coomera Springs State School recognises as its prime obligation the provision of access to an appropriate educational service for students resident within this community as defined by its local catchment area.

Because of enrolment capacity and growth Coomera Springs State School may be unable to meet this obligation in future, unless action is taken now to manage enrolment.

This plan sets out the conditions under which students may be enrolled into Coomera Springs State School.

Enrolment capacity of school

The school currently has the capacity to enrol up to 640 students in 27 classrooms.

Local catchment area

The school's enrolment capacity for students who live outside the local catchment is dependant upon:

- the school's enrolment capacity
- catering for in-catchment enrolments
- allowing for in-catchment growth during the year
- ensuring an even spread of students across all year levels while maintaining class size targets

The local catchment area is based on equidistance boundaries with other schools. The attached map defines the boundary area for which Coomera Springs State School is the closest school by vehicular trafficable route. Should this capacity change because of changes to road networks, this will be formally notified through the registration and gazettal of an amended plan including the operative date for the new catchment area.

As Coomera Springs State School is in an area that is still being developed, the catchment boundary has the potential to change as new trafficable routes are established. This Plan will be updated if the catchment area changes with an operative date. During this transition phase students who live within the new proposed enrolment boundary will be allowed to enrol at the school.

Enrolment Policy

All students who reside within the local catchment area and are eligible for enrolment in the educational program offered by the school have a right to enrolment at the school. The Principal will hold places for students who relocate to within the catchment boundary throughout the school year.

Enrolment of students from outside the local catchment area will be managed to ensure that the total current and forecast enrolments do not exceed the school's current built capacity and where applicable will ensure there is an even spread of students across year levels or class groupings.

The school's enrolment management plan does not replace other departmental policy; for example Safe, Supportive and Disciplined School Environment, nor does it override subsequent determinations regarding built school capacity.

Enrolment Criteria

Students who reside outside the school's local catchment boundary who apply for enrolment at the school will be put on a waiting list in order of receipt of application. Where there is spare capacity, students will be enrolled from the waiting list based on the following criteria and order of priority:

- Siblings of students already enrolled
- Children and young people who are subject to child protection orders that grant guardianship or custody to the Chief Executive Officer of the Department of Child Safety.
- The school's Program of Excellence in Information and Communication Technology is supported through the allocation of a defined number of places for that purpose. Places in the Program of Excellence will only be available to out of catchment enrolments once the demand for in catchment enrolment has been met. Currently Coomera Springs has the capacity to enrol up to 8 students Prep to Year 7. Should this capacity change because of the introduction of new programs and initiatives, this will be formally notified through the registration and gazettal of an amended plan.
- Students whose parent or legal guardian is employed by the school.
- Siblings of students who have left the school and reside outside of the local catchment boundary.
- Students who reside outside the catchment area and who officially leave the school will be considered for re-admission in accordance with the enrolment criteria.
- Any remaining students residing outside the catchment area.

Proof of Residency

Parents who wish to enrol their child/ren at Coomera Springs State School under the Enrolment Management Plan will need to demonstrate that the child/ren to be enrolled, reside within the catchment area. The following documentation may be required if requested by the principal:

- Rates notice, Electricity account
- Signed unconditional House Contract
- Rental Agreement stamped and signed by real estate agency for a minimum of six months duration
- Rental Bond receipt
- Registration on a State or Federal Electoral Roll
- Australian Citizenship, Permanent Residence status or eligibility under a Visa category
- Statutory declaration

Acceptance and notification processes

Applications for admission into Years P – 7 will be accepted each year from the beginning of Term 3 for enrolment to commence from the beginning of Term 1 the following year.

Applications will be recorded in order of receipt.

Applications will remain current only for the year of submission.

Review

All enrolment applications will be considered on merit in accordance with the enrolment criteria.

Parents wishing to have an unsuccessful enrolment application reviewed may seek clarification from the principal. Parents may provide a written submission seeking a review of an unsuccessful enrolment application. This submission should present evidence to substantiate a claim that the stated criteria have not been applied fairly and equitably.

The Enrolment Management Committee will review written submissions and the reply should be in writing within 14 days of submission.

Enrolment Management Committee

The enrolment management committee consists of Principal (Chair), P&C Representative, a Representative of Executive Director (Schools) and a Staff Representative.

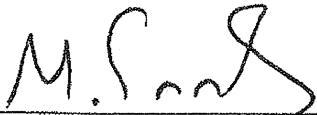
Further appeal should be directed to the Executive Director (Schools) whose decision will be final.

Review Date

Reviewed annually.

The Coomera Springs State School Enrolment Management Plan is operational from October 2009.

Enrolment Management Plan of Coomera Springs State School



Mike Ennis
Principal, Coomera Springs SS

5.10.09

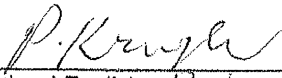
Dated



Deanna Kearns Healey
President, Coomera Springs SS Parents & Citizens' Association

5.10.09

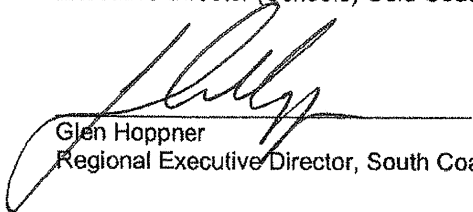
Dated



Richard English *Peter Krugle*
Executive Director (Schools) Gold Coast

7/10/09

Dated



Glen Hoppner
Regional Executive Director, South Coast

8/19/09

Dated