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.

ALOOMBA STATE SCHOOL
ENROLMENT MANAGEMENT PLAN

Background
Aloomba State School is located approximately 30 kilometres south of Cairns and 6 kilometres south of Gordonvale.

Whilst it is within close proximity to a thriving provincial city, the township retains the small town characteristics. The school has served its community since 1899 and been a focal point of it.

Over the past years the student enrolment has increased. To cater for the increase in student enrolments in 2001/02 a new classroom (a single Bendigo relocatable) was erected. This brings the classroom space available to 4 spaces. Additional drinking taps have been installed to meet the increased needs. Submissions have been made to the Departmental capital works program for a toilet upgrade to meet base level requirements of the increased enrolment. Approaches from the public both within and outside the designated catchment area indicate that another classroom and an appropriate toilet upgrade will be required.

Aloomba State School is situated on a block with little room for the addition of future buildings if the school is to maintain an appropriate environment for the students. There is a block of land for sale adjacent to the school grounds should the area of the school reserve need to be increased.

Significant contributing factors to the enrolment growth have been the:

- Very low rate of behaviour misdemeanours;
- Friendly, supportive small school environment;
- Close proximity to a larger growing population;
- High academic standards;
- Recent expansion into broader community activities raising the school profile and students’ self esteem and confidence.

This Enrolment Management Plan will cater for the requirements of the current enrolments and the future requirements of the designated Aloomba catchment area.

Cairns City Council has been addressing the identified concerns relating to parent parking and student drop off/pick up areas. Increased enrolments will enhance these safety concerns.

Rationale
Aloomba 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 Aloomba 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 Aloomba State School.

**Enrolment capacity of school**
The school currently has the capacity to enrol up to 94 students in 4 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 Aloomba State School is the closest school by 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.

**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 of 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:

- Sibling 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.
- Students whose parent or legal guardian is employed by the school.
- Students with a family enrolment history at Aloomba State School.
Students outside the catchment area who haven’t previously been enrolled into a state or private school.

**Proof of Residency**

*School should select which documentation is required to be produced:*

Parents who wish to enrol their child/ren at Aloomba 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 Prep-7 will be accepted each year form the beginning of Term 4 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 or School Council Representative/Representative of Executive Director (Schools) whose decision will be final.

**Review Date**

Reviewed annually.

The Aloomba State School Enrolment Management Plan is operational from November 2006.

**PLEASE CONTACT THE PRINCIPAL AT ALOOMBA STATE SCHOOL ON – Tel: (07) 40433 888 SHOULD YOU WISH TO DISCUSS, OR NEED FURTHER ASSISTANCE WITH ENROLMENTS.**