



Woodward Street  
PO Box 654, Orange NSW 2800  
P (02) 6362 3444  
F (02) 6361 3616  
<https://orange-h.schools.nsw.gov.au/>

# Orange High School

*Honour the past, create  
the future*

## Non-Local Enrolment Policy

### Introduction

Orange High School is a comprehensive rural secondary school with strong community ties located in the Central West of New South Wales. The school proudly enrolls students from the regional city of Orange and its rural surroundings on Wiradjuri country.

### Department of Education Enrolment Policy

The Department of Education resources schools based on the population pattern within their respective area. Each school's capacity to adequately meet the educational needs for students beyond the projected enrolments has limitations.

Each school consequently has a ceiling on enrolments based on the available permanent accommodation. No additional accommodation permanent or demountable will be provided to cater for increased enrolments resulting from non-local placements.

### Management of Non-Local Enrolments

Any parent or caregiver wishing to have their child considered for approval for a non-local enrolment into Orange High School must complete an on-line application. If unable to complete an on-line application a paper application can be requested.

The application form is available from the Orange High School website [www.orange-h.school@det.nsw.edu.au](http://www.orange-h.school@det.nsw.edu.au)

The application will initially be assessed by the Principal. If necessary the application will then proceed to a school placement panel for consideration and approval determination. The placement panel will consider the application as soon as practicable. In assessing the application, the panel will only consider those matters presented on the application form. Parents and caregivers will be informed of the outcome in writing. An appeal process for all decisions is available.

An important part of the application will be contact with the senior executive of an applicant student's current school or prior circumstances to ascertain a history of the child's previous enrolment.

Non-local enrolments with unresolved issues at previous schools won't be considered for placement unless the issues have been settled with the previous school.

### **Criteria for Non-Local Enrolment Applications**

The primary criteria for acceptance of non-local enrolment include the availability of appropriate staff and of permanent classroom accommodation.

Additional criteria that will be taken into consideration for non-local enrolment applications should be expanded upon in the application form attached. It is anticipated each applicant will have different needs/reasons for applying for non-local enrolment. Applicants are invited to provide as much information as possible to enable an accurate assessment. Criteria could include factors such as the below, however this is not a complete list (criteria are not listed in any order of priority):

- Student has an existing sibling already enrolled at the school
- Student seeks enrolment based on compassionate circumstances
- Student care arrangements including safety and supervision before and after school
- Other exceptional or extraordinary circumstances

It should be noted that where an out of zone placement is made, it is only for that child and does not automatically ensure placement of siblings at Orange High School.

### **Placement Panel**

A placement panel may consider all applications for non-local enrolment. The panel will consider applications in light of the stated criteria and consider each place individually.

### **Appeals**

Appeals may be made in writing to the Principal who will seek to resolve the matter. If the matter is not resolved it may be referred to the Director, Educational Leadership for the Orange network to resolve. Appeals are to determine whether the stated criteria for the non-local enrolment have been fairly applied.

### **Conditions of Enrolment**

It is a condition of enrolment at Orange High School that students observe the school rules and student policies and that they wear the official school uniform.