

MANLY VALE PUBLIC SCHOOL



77 Sunshine Street, Manly Vale NSW 2093
Tel (02) 9907 9672, (02) 9948 6410 Fax (02) 9907 0890
Email manlyvale-p.school@det.nsw.edu.au
Website www.manlyvale-p.schools.nsw.edu.au

GENERAL ENROLMENT PROCESS LOCAL STUDENTS

Welcome to the Northern Beaches Learning Alliance (NBLA) and the Warringah Network of Schools.

Balgowlah Heights Public School

Balgowlah North Public School

Beacon Hill Public School

Brookvale Public School

Curl Curl North Public School

Dee Why Public School

Harbord Public School

Manly Vale Public School

Manly Village Public School

Manly West Public School

Narraweena Public School

Other Local schools include

Allambie Heights Public School

Seaforth Public School

LOCAL ENROLMENT APPLICATIONS

Manly Vale Public School accepts applications for enrolment from local students (residing in our school's catchment area). An enrolment application can only be accepted if the proof of address confirms the child as living in our school's catchment area. **Please note:** Norfolk Island permanent residents and New Zealand citizens holding a current New Zealand citizen passport and residing in our school's drawing area may be admitted in the same manner as Australian permanent residents.

An application **for a local enrolment** can only be processed if parents or guardians can provide evidence of:

- **proof of student's local address** - originals of different documents such as your council rates notice or residential lease and electricity bill, driver's license, statutory declaration (100 point address checks will be conducted at the time of enrolment. See table below).
- **any family law** or other relevant court orders (if applicable).
- **a child's birth certificate** or identity documents
- **an immunisation history statement** based on the Australian Childhood Immunisation Register (ACIR)

For children **already enrolled in a NSW public school** and residing locally we also require at least 100 points of proof of residence:

- proof of student's address - originals of different documents such as council rates notice, residential lease or electricity / water / telephone account
- Details of previous school if applicable

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Document showing the full name of the child's parent	Points
Only one of (i.e. no additional points for additional documents): <ol style="list-style-type: none"> 1. Council rates notice 2. Lease agreement through a registered real estate agent for a period of at least 6 months or rental board bond receipt 3. Exchanged contract of sale with settlement to occur within the applicable school year 	40
Any of the following: <ol style="list-style-type: none"> 1. Private rental agreement for a period of at least 6 months 2. Centrelink payment statement showing home address 3. Electoral roll statement 	20 each
Any of the following: <ol style="list-style-type: none"> 1. Electricity or gas bill showing the service address* 2. Water bill showing the service address* 3. Telephone or internet bill showing the service address* 4. Drivers licence or government issued ID showing the service address* 5. Home building or home contents insurance showing the service address 6. Motor vehicle registration or compulsory third party insurance policy showing home address 7. Statutory declaration stating the child's residential address, how long they have lived there, and any supporting information or documentation of this. <p>(*) up to three months old</p>	15 each

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NON-LOCAL (Out of Area) ENROLMENT APPLICATIONS

ADVICE TO PARENTS AND GUARDIANS

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NON-LOCAL ENROLMENT APPLICATIONS

In most instances our school will be unable to accept enrolment applications from students residing outside the school's catchment area. As a matter of process any enrolment application from an out of area student will be referred to the student's local designated Public School. A request for an out of area application may then be submitted for consideration by the non-local school's enrolment panel.

Please note: Most schools significantly restrict the number of "Non-Local Enrolments".

NON-LOCAL ENROLMENT APPLICATIONS PROCESS

- Parents in the first instance are requested to make an application for enrolment at their designated local school** (according to school catchment maps)
- Parents may make an application for a Non-Local Enrolment for a school other than their local Public School** based on the Department's enrolment policy guidelines for '**out of area**' applications to be considered by the school's enrolment panel and according to the Department's policy and subject to selection criteria such as availability of appropriate staff and classroom accommodation.
- The criteria that may be considered** for seeking an "out of area" enrolment application could include factors such as:
 - proximity and access to the school
 - siblings already enrolled at the school
 - medical reasons
 - safety and supervision of the student before and after school
 - availability of subjects or combinations of subjects
 - special interests and abilities
 - compassionate circumstances
 - structure and organisation of the school
 - family law or other relevant court orders (if applicable).

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PLEASE NOTE: Submission of this form does not imply acceptance of enrolment.

OUT OF AREA REQUEST FOR CONSIDERATION

Student's full name	
Date of birth	
Male/Female	
Residential address	
Home phone	
Mother/Caregiver	Name:
	Mobile: Work:
Father/Caregiver	Name:
	Mobile: Work:
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Please circle your local designated school </div>	<i>Allambie Heights Public School, Balgowlah Heights Public School, Balgowlah North Public School, Beacon Hill Public School, Brookvale Public School, Curl Curl North Public School, Dee Why Public School, Harbord Public School, Manly Vale Public School, Manly Village Public School, Manly West Public School, Narraweena Public School, Seaforth Public School</i>
Present school or pre-school	Current grade:
Other schools applied for	

I have attached a letter clearly stating reasons to support my application

I have contacted the enrolment officer at my designated local Public School

Signed _____ Date _____

OFFICE USE ONLY

Date received	
Place available	
Parents advised on	
Notes	

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TEMPORARY RESIDENTS ENROLMENT APPLICATIONS

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For holders of visitor, dependent student, bridging or other temporary resident visas - enrolment enquiries should be directed to NSW Government schools - Temporary Residents Program.

Phone: +61 1300 300 229

Email: tempvisa@det.nsw.edu.au

website: [DEC International temporary residents](#)

Students on temporary visas may be enrolled in their local area school based on residential address within the school boundary or they may request enrolment in an out of area school. **A request for an out of area enrolment** may be considered by a school's enrolment panel, according to the Department's policy and subject to selection criteria such as availability of appropriate staff and classroom accommodation.

Students must hold a current valid visa for temporary residence in Australia and must meet the specific travel, entry and residency conditions determined by the Australian Department of Immigration & Citizenship (DIAC). Enrolment in the New South Wales government school is generally accepted for the length of the visa subject to policy and the terms and conditions of admission.

Temporary resident **students are not to be admitted** by a New South Wales government school **without an Authority to Enrol** issued by the Temporary Residents Program.