



Leabank Primary School

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Dear Parents,

From the beginning of Term 2 this year the school will be operating under an enrolment scheme along with other local schools. This means that students living within the school's enrolment zone will have an automatic right to enrol at any time throughout the year. However, students living outside of the enrolment zone can only be enrolled following a ballot process at specific times of the year. In order to be in the ballot, the student must have pre-enrolled by the closing date for out of zone enrolments.

The BOT has decided that for 2021 out of zone enrolments will be capped at 20 students to start in either Term 3 or 4. Ballots and places offered for 2022 will be decided by the Board of Trustees later in the year. While we are establishing our processes for this year there will be no out of zone enrolments accepted before Term 3. Any pre-enrolments already received will be in the ballot for the second half of this year.

The Ministry of Education has strict priorities for accepting out of zone enrolments. These are listed below,

- **First priority** must be given to any applicant who is accepted for enrolment in a special programme run by the school.
- **Second priority** must be given to any applicant who is the sibling of a current student of the school.
- **Third priority** must be given to any student who is the sibling of a former student of the school.
- **Fourth priority** must be given to any applicant who is a child of a former student of the school.
- **Fifth priority** must be given to any applicant who is either a child of an employee of the board of the school or a child of a member of the board of the school.
- **Sixth priority** must be given to all other applicants.

As an example, we might have 20 spaces available and at the time of the ballot there are 25 applications as outlined below,

| | | |
|------------|-----------------|----------------------------------|
| Priority 1 | Not applicable | - |
| Priority 2 | 13 applications | All are enrolled |
| Priority 3 | 5 applications | All are enrolled |
| Priority 4 | 4 applications | A ballot is held for 2 positions |
| Priority 5 | 1 application | Places available exceeded |
| Priority 6 | 2 applications | Places available exceeded |

All ballots will be supervised by a Justice of the Peace, a practising lawyer or a sworn member of the Police.

All ballots will be recorded in the order that they were drawn.

Should an applicant subsequently choose not to enrol then the next place on the ballot list will be offered.

All applicants will be sent a notice informing them of the outcome of the ballot within three school days.

Timeline for 2021

For this year the following dates and actions will be observed.

| | |
|---------------|---|
| All of Term 2 | No out of zone enrolments accepted |
| 18th June | All applicants for out of zone enrolments for Terms 3 and 4 must be received by the school. |
| 23rd June | Ballot held for positions available |
| 30th June | Applicants advised of the result of the ballot |
| 26th July | Successful out of zone enrolment applicant can begin |

Advice about enrolments for the year 2022 will be given in September once the Board of Trustees has considered places available.

Proposed School Zones v2

