



TIRIMOANA SCHOOL

ENROLMENT OF PUPILS and ENROLMENT SCHEME POLICY

RATIONALE:

Enrolment procedures ensure that students entitled to attend school have right of access. Enrolment of children at Tirimoana School is also governed by an Enrolment Scheme which consists of a home zone and procedures for enrolling out of zone students.

GUIDELINES

1. Tirimoana School is a contributing primary school providing education for students in years 0-6, (students are typically aged 5-11 years old).
2. Enrolment of students in the Home Zone is as of right. All out of zone applications for enrolment will be determined as outlined in the Enrolment Scheme.
3. Parents or guardians of all students enrolling will complete an enrolment form in discussion with a member of the Senior Management Team. Parents will provide evidence of any information required by the school. This will include evidence of citizenship, residency status, date of birth, legal name, address, emergency contact details, iwi status and zoning status.
4. The school will use the Ministry of Education electronic ENROL programme to manage admission and withdrawal of all students.
5. The school will maintain an electronic database of enrolments, supported by a hardcopy file. An additional hard copy will also be given to the new class teacher.
6. The school will keep all records of enrolments and Ministry of Education roll returns on file which are submitted, when required.
7. The school will be a signatory to the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 and will comply with all necessary enrolment regulations as determined by the Ministry of Education.

Refer: Enrolment Scheme, Home Zone, Our of Zone Enrolments & Map

NELP Objective 1: Priority 2. Objective 3: Priority 6

Policy 5

Review Date: October

17/05/2023



"Discover Your Talents"

TIRIMOANA SCHOOL

ENROLMENT SCHEME HOME ZONE

All students who live within the home zone described below* (and shown on the attached map) shall be entitled to enrol at the school.

HOME ZONE

Starting at intersection of Great North Road and Felgrove Street, head north along Great North Road (4265-4355 odd addresses included) until the intersection between Great North Road, Norcross Avenue and Te Atatu Road.

Heading north along Te Atatu Road (1-119 odd addresses, 2-108 even addresses included) until McLeod Road:

- Norcross Avenue (17-41 addresses included)
- Humphrey Kemp (both sides included)
- Elcoat Avenue included.
- Cron Avenue included.
- Taitua Drive included.
- Nui Mana Place included.
- Kokiri Street included.
- Miltonia Avenue included.
- Orchid Place included.

Head east on McLeod Road (104-200 even addresses, 113-193 odd addresses, Bodi Place and Fowey Avenue included) until Finlow Drive. Follow Finlow Drive (both sides included) to Divich Avenue and head east along Divich Avenue (both sides included) to Tirimoana Road. Head south down Tirimoana Road (both sides, Meadow Crescent, Talavera Place, Tracey Terrace, James Scott Place, Valron Road and Crystal Avenue included) until Glendene Avenue.

Head southeast along Glendene Avenue (51-75 odd addresses, 56-96 even addresses included) until Kirby Street. Head west along Kirby Street (both sides, Juneau Place, Milwaukee Place, Fairbanks Place and Jenelin Road included) until Manhattan Heights. Head south down Manhattan Heights (both sides, Tanoa Place included) to Felgrove Street and head west along Felgrove Street (both sides excluded) back to the starting point.

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OUT OF ZONE ENROLMENTS

Each year the board will determine the number of places which are likely to be available in the following year for the enrolment of students who live outside the home zone. The board will publish this information by notice in a daily or community newspaper circulated in the area served by the school.

The notice will indicate how applications are to be made and will specify a date by which all applications must be received.

The Education Amendment Act (No 3) 2010 changed the priority of out of zone students selected via the ballot. The change only affects students not living in school's home zone.

Applications for enrolment will be processed in the following order of priority:

First priority: This priority category is not applicable at this school because the school does not run a special programme approved by the Secretary.

Second priority must be given to applicants who are siblings of current students.

Third priority must be given to applicants who are siblings of former students.

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.

If there are more applicants in the second, third, fourth, fifth or sixth priority groups than there are places available:

Selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary for Education under Section 11G(1) of the Education Act 1989. Parents will be informed of the date of any ballot by notice in a daily or community newspaper circulating in the area served by the school.

IN-ZONE

