

B9. Enrolment Policy

Outcome statement

The School Board has oversight of the parameters for the enrolment applications ensuring the preservation of the special Seventh-day Adventist character of the school.

Scoping

The School Board is to agree on the priorities for enrolment applications, setting the parameters for which students (and whanau) will join the school community.

The enrolment of students will be consistent with legal stipulations and the requirements of the Proprietors.

Expectations and limitations

Student applicants are to be determined as either preferential or non-preferential within the meaning of the Education Act 2020, Schedule 6.

All parents/guardians applying for enrolment for their child will need to have had their preference status determined by the Proprietor's delegate.

- a. Particular: A preferred student is one whose parents or guardians "have established a particular relationship with the special character of the school."
- b. General: A preferred student is one whose parents or guardians "have established a general relationship with the special character of the school."
- c. Non preference: The percentage (10%) of non-preference students for this school is set within the school's Integration Agreement.

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

- Direct connection to our special character:
 - Applicants who are children of school board employees, school board members, board of proprietors, or SDA clergy
 - Applicants who are siblings of current students
 - Applicants whose family currently attend a Seventh-day Adventist Church
 - Applicants whose grandparents attend a Seventh-day Adventist Church
 - Applicants who have been enrolled at other Seventh-day Adventist schools or preschools
 - Applicants who are siblings of former students
 - applicants who are children of former students of the school
- General connection to our special character
 - Applicants whose family attend a mainstream protestant Christian Church
 - Applicants whose grandparents attend a mainstream protestant Christian Church
- Applicants whose enrolments are deemed non-preferential
- **The percentage (10%)** of non-preference students for this school is set within the school's Integration Agreement.

If there are more applicants in any one priority grouping than places available, places may be allocated by ballot. If the total number of applications is greater than the number of places available, then the following procedure will apply

1. Unsuccessful applicants will have their names recorded on a waiting list, within their relevant priority category
2. Students on the waiting list may be offered places at a later date if places become available
3. The waiting list will remain current until the School Board next notifies the public that it is inviting applications for the next enrolment intake

Procedures/supporting documentation

- School enrolment applications
- B9.1 Preference Determination Flow Chart
- Proprietors handbook for NZ Adventist School Board of Trustees
- Preferential Determination Guidelines
- Attendance Dues

Monitoring

- Principal's report to the School Board

Legislative compliance

- School Deed Integration Agreement
- Education Act 2020, Schedule 6 (state integrated schools)
- Maximum Roll Scheme (Supplementary Deeds, maximum roll increase)

Reviewed: September 2022	Next review: September 2025
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