

### Policy Background

In South Australia, placement in a school is based on a child's residential address. Unfortunately North Adelaide Primary School is on a small site which struggles to meet the demand for enrolments and, as a result, we are unable to accept children who live outside the school zone. Therefore parents need to provide proof of residency within the school zone in order to facilitate enrolment at the school.

### Policy Statement

Unless the school has exceeded its enrolment capacity, North Adelaide Primary School will enrol students of primary school age who are bona fide residents of the school zone and have evidence that they will continue to reside within the zone for the first 12 months that the student will attend the school. North Adelaide Primary School does not currently maintain a waiting list for children who live outside the school zone.

### Proof of Residency

The following is suitable evidence of proof of residency:

- If the parents own a home:
  1. A copy of the contract of sale for the property or a recent council rates notice; AND
  2. A recent gas or electricity bill for that property.
- If the parents rent a home:
  1. A rental agreement; AND
  2. A bond receipt lodged with Consumer and Business Services showing the current place of residence - the rental agreement should cover at least the first 12 months the child will be attending the school; AND
  3. A recent gas or electricity bill for that property.

Please note:

- Renting a room or rooms at a property for the parent(s) or the child, does not constitute a primary place of residence. Families must rent an entire property in order for it to be their primary place of residence.
- It is the responsibility of the parents to verify that the information provided is true and factual.
- Upon receipt of evidence to the satisfaction of the school, the processing of the enrolment application may be finalised. The school may also ask parents and students to attend a pre-enrolment interview, information sessions and transition days.

Principal's discretion:

- The Principal of North Adelaide Primary School is responsible for determining whether proof of residence has been satisfied and may use professional judgment in circumstances where families are not be able to meet these requirements. For example:
  - Phone and water rates bills are not generally acceptable because parents may receive these invoices for additional rental properties or businesses that they may own, but do not reside at. Although these, combined with other forms of evidence that show longevity to the primary address, may satisfy the requirements (i.e. WIFI bills, electoral commission, driver's license, school fees, periodic leases, Centrelink documentation).
  - If the school already has a sibling at the school, the proof provided with the original enrolment can be used with a piece of current documentation.

Completion of a school enrolment form without the above requested documentation does not guarantee enrolment.