

# CRAIGHEAD DIOCESAN SCHOOL (357)

## Proposed Enrolment Scheme

Craighead Diocesan School is a State Integrated school with a Christian Special Character, affiliated with the Anglican Church, which is defined in its Integration Agreement.

### Enrolment

The School operates an enrolment scheme under [Section 71](#) and [Clause 16](#) of [Schedule 20](#) to the Education and Training Act 2020 (Act). The School Board (Board) is legally responsible for managing enrolments and is required to work within the school's maximum roll as outlined in their Integration Agreement. The Board will manage the roll by offering a targeted number of places each year and assigning these places in accordance with priority categories.

The Act ([Schedule 6, Clause 26](#)) states that "The children of parents who have a particular or general philosophical or religious connection with a State Integrated school must be preferred to other children for enrolment at the school".

### Area of Reasonable Convenience

The Act ([Schedule 20, Clause 16b](#)) states that an enrolment scheme "must accord priority to applicants for whom the school is a reasonably convenient school". This area of reasonable convenience is defined by a written description below, along with a visual representation of the area.

### Priority of Enrolment

Applications for enrolment close on the date published on the school's website (Closing Date) and all applications will be processed in the following order of priority as at this date:

### Preference Applicants

The children of parents who have a particular or general philosophical or religious connection with a State integrated school must be preferred to other children for enrolment at the school. (Schedule 6, Part 26)

<b>Priority 1</b>	Preference Applicant who has accepted a place in the Craighead Diocesan School Boarding House
<b>Priority 2</b>	Preference Applicant who, on the Closing Date, resides <b>within</b> the school's catchment. Priority in enrolment will be given in the following order: <ul style="list-style-type: none"> <li>a) Sibling of a current student</li> <li>b) Sibling or child of a former student</li> <li>c) Child of a current member of staff or a current or past member of the School Board or Board of Proprietors</li> <li>d) Other Preference Applicants whose Parent/Caregiver is a member of the Anglican Diocese</li> <li>e) All other Preference Applicants who on the Closing Date, reside within the school's catchment</li> </ul>
<b>Priority 3</b>	Preference Applicant who, on the Closing Date, resides <b>outside</b> the school's catchment. Priority in enrolment will be given in the following order: <ul style="list-style-type: none"> <li>a) Sibling of a current student</li> <li>b) Sibling or child of a former student</li> <li>c) Child of a current member of staff or a current or past member of the School Board or Board of Proprietors</li> <li>d) Other Preference Applicants whose Parent/Caregiver is a member of the Anglican Diocese</li> <li>e) All other Preference Applicants who on the Closing Date, reside outside the school's catchment</li> </ul>

All Preference Applicants will be given priority over all Non-Preference Applicants seeking enrolment. If the total number of applications from Preference Applicants is less than the number of places available, all Preference Applicants will be enrolled.

### Non-Preference Applicants

Non-Preference Applicants may be considered for enrolment only if enrolment places remain after all Preference Applicants have been enrolled and the total roll is still less than the maximum specified in the Integration Agreement. The maximum number of places available for Non-Preference Applicants will be governed by the maximum allowable under the Integration Agreement.

<b>Priority 4</b>	Non- Preference Applicant who has accepted a place in the Craighead Diocesan School Boarding House
<b>Priority 5</b>	Non- Preference Applicant who, on the Closing Date, resides <b>within</b> the school's catchment. Priority in enrolment will be given in the following order: <ul style="list-style-type: none"> <li>a) Sibling of a current student</li> <li>b) Sibling or child of a former student</li> <li>c) Child of a current member of staff or a current or past member of the School Board or Board of Proprietors</li> <li>d) All other Preference Applicants who on the Closing Date, reside within the school's catchment</li> </ul>
<b>Priority 6</b>	Non- Preference Applicant who, on the Closing Date, resides <b>outside</b> the school's catchment. Priority in enrolment will be given in the following order: <ul style="list-style-type: none"> <li>a) Sibling of a current student</li> <li>b) Sibling or child of a former student</li> <li>c) Child of a current member of staff or a current or past member of the School Board or Board of Proprietors</li> <li>d) All other Preference Applicants who on the Closing Date, reside outside the school's catchment</li> </ul>

The above priorities will apply to enrolment at year 7 and year 9 levels, or at any other Year level which the Board determines has space.

### Parental Consent

- Non-Preference Applicants accept that education will be delivered in accordance with the special character of the school.
- All Applicants accept that they will be required to pay attendance dues as set by the Proprietor and these are compulsory.

### Allocation of Places and Wait List

#### Option One: Ballot

For each year level for which places are offered, if there are more Applicants in categories than there are places available, places will be allocated in priority order until a category is reached where the number of spaces available in that category is insufficient to accommodate the number of eligible students. Places will then be allocated by **ballot**.

If the total number of applications is greater than the number of places available, unsuccessful Applicants will have their names recorded on a waiting list at each year level within their relevant priority category. Applicants' waiting list position within each priority category will be determined using the ballot process. Applicants on the waiting list may be offered places at a later date if places

become available. The waiting list will remain current until the School Board next notifies the public that it is inviting applications for the next enrolment intake.

### **OR Option Two: Date of Application**

For each year level for which places are offered, if there are more Applicants in categories than there are places available, places will be allocated in priority order until a category is reached where the number of spaces available in that category is insufficient to accommodate the number of eligible students. Places will then be allocated **chronologically based on each applicant's original date of application / expression of interest.**

If the total number of applications is greater than the number of places available, unsuccessful Applicants will have their names recorded on a waiting list at each year level within their relevant priority category. Applicants' waiting list position within each priority category will be in chronological order of application / expression of interest date. Applicants on the waiting list may be offered places at a later date if places become available. The waiting list will remain current until the School Board next notifies the public that it is inviting applications for the next enrolment intake.

### **Notifications for Pre-Enrolment Processes**

The Board must place a public notice in a medium appropriate to the area served by the school indicating the likely number of places available and the significant pre-enrolment dates and procedures that will apply.

### **Area of Reasonable Convenience Written Description**

Note that eligibility to enrol is based on the below written description of the Area of Reasonable Convenience. Any associated maps are a visual representation of this description.

Addresses on both sides of boundary roads are considered within the catchment area unless specified otherwise.

From the southern mouth of the Rakaia River:

- North west along the Rakaia River to the Mathias River
- North west along the Mathias River to the intersection between Southern Alps and the Ashburton District Boundary
- South west along the Ashburton District Boundary to the Mackenzie District Boundary
- South West along the Mackenzie District Boundary to Lake Ōhau
  - Including all addresses on Lake Ōhau Road
- South west across country to Lindis Pass
  - Including all addresses on Birchwood Road and Omarama-Lindis Pass Road
- East across country to Lake Aviemore
  - Including all addresses within Omarama and Otematata
  - Including all addresses on Broken Hut Road
  - Including addresses down to 2102 on Otematata-Kurow Road
- South east along Lake Aviemore to the Waitaki River
- South east along Waitaki River to the coastline
- North east along the coastline to the mouth of the Rakaia River

### **Definitions**

*“Applicant”* means a prospective student for whom the application is being made.

*“Closing Date”* means the publicly notified date in each year by which applications for enrolment at the School are to be received.

*“Maximum Roll”* means the maximum number of students that should be enrolled for attendance at the School as prescribed from time to time under its Integration Agreement.

*“Preference Applicant”* means a pupil whose parents, in the opinion of the Preference Subcommittee, have a particular or general philosophical or religious connection with the school.

*“Proprietor”* means the body corporate that has the primary responsibility for determining the special character of the school and for supervising the maintenance and preservation of that special character; and who owns, holds in trust, or leases the land and buildings that constitute the premises of the school.

*“School”* means Craighead Diocesan School.

Words which refer to the singular shall include the plural and vice-versa.

**Notes**

- The selection processes described above will be the basis for students applying to enrol either at the beginning of, or during the school year.
- Applicants may be required to give proof of address and eligibility under the specified priority criteria.

# Craighead Diocesan School Proposed Area of Reasonable Convenience

