

# **MELVILLE PRIMARY SCHOOL (1824)**

## **Enrolment Scheme**

Effective from 28 April 2025

Amended on xx xx 2026

The guidelines for development and operation of enrolment schemes are issued under Schedule 20, Clause 3 (3) of the Education and Training Act 2020 for the purpose of describing the basis on which the Secretary's powers in relation to enrolment schemes will be exercised.

### **Home Zone**

**All students who live within the home zone described below shall be eligible to enrol at the school.**

*The home zone begins at the intersection of Cobham Drive and Normandy Ave (SH 1) and extends east to the Waikato River. The boundary follows the Waikato River south to the Mangakōtuketuku Stream, then follows the Mangakōtuketuku Stream to Ohaupo Road (Peacocks Road addresses numbered 69-73 are included in the zone).*

*The zone includes Ohaupo Road addresses below the Ohaupo Road/SH 3, Saxbys Road and Tomin Road roundabout, and includes all Morrison Crescent addresses and Tomin Road addresses up to and including 10 Tomin Road only. Saxbys Road is not included in the zone.*

*The zone extends along Ohaupo Road, with Collins Road addresses not in zone, to Mount View Road, and extends along Mount View Road to number 70 (Mount View Road addresses numbered 72 and above, and Gardenia Close addresses, are not included).*

*From 70 Mount View Close Road the boundary crosses Mahoe Street at numbers 103 and 104 (Mahoe Street addresses numbered 105 and above and Minifie Avenue are not included), and from 103-104 Mahoe Street extends west to the Railway Line to include all Corrin Street, Tawa Street, Silkwood Lane, Gallagher Drive and Clow Place addresses.*

*The zone follows the Railway to Kahikatea Drive and follows Kahikatea Drive east reaching the intersection of Lorne Street and Ohaupo Road. Odd numbered addresses on Kahikatea Drive from the Railway to Ohaupo Road are in-zone (even numbered addresses on the northern side of Kahikatea Drive are not in zone).*

*From the intersection of Kahikatea Drive and Ohaupo Road the zone includes all Lorne Street and all Dowding Street addresses to Normandy Avenue and then Cobham Drive, where the home zone began.*

Note: Both sides of all streets and roads included in the above description are included unless otherwise stated.

Proof of residence within the home zone will be required.

Each year, applications for enrolment in the following year from in-zone students will be sought by a date which will be published in a daily or community newspaper circulating in the area served by the school. This will enable the board to assess the number of places which can be made available to students who live outside the home zone.

### **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 circulating 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.

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

- |                               |   |
|-------------------------------|---|
| <b><u>First Priority</u></b>  | this priority is not applicable at this school because the school does not run a special programme approved by the Secretary for Education.       |
| <b><u>Second Priority</u></b> | will be given to applicants who are siblings of current students.   |
| <b><u>Third Priority</u></b>  | will be given to applicants who are siblings of former students.  |
| <b><u>Fourth Priority</u></b> | will be given to any applicant who is a child of a former student of the school.  |
| <b><u>Fifth Priority</u></b>  | will 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. |
| <b><u>Sixth Priority</u></b>  | will 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 ballot conducted in accordance with instructions by the Secretary, under Schedule 20, Clause 3 (1) of the Education and Training Act 2020. Parents will be informed of the date of any ballot by public notice in a medium appropriate to the area served by the school.

**Applicants seeking second or third priority status may be required to give proof of a sibling relationship.**