



NSW Department of Education

Moving into Year 7 in a NSW Government school



Apply online to start the transition of your child from Year 6 to Year 7.

Your child's local school

The NSW public education system provides all students with a world-class education, preparing today's children to succeed and build better communities for tomorrow. Our inclusive and diverse public schools are dedicated to supporting each student in reaching their full potential.

Most NSW Government schools have designated intake areas so that all school-age children will be eligible to attend a government school – their local school. Most parents and carers in NSW choose their local school to provide an education of excellence for their child.

All schools across the state provide a broad range of high-quality educational programs, along with exceptional co-curricular opportunities in areas like science, technology, engineering, mathematics, the arts, sports, and more.

Local schools cater for students of all ability levels, including talent development programs and processes to challenge high potential and gifted students and programs for students with additional learning and support needs. They also offer a wide range of extra-curricular activities. You can contact your local school to find out what opportunities are available to support your child.

Your child's permanent residential address determines which school is your child's local school. The School Finder tool at schoolfinder.education.nsw.gov.au can help you locate the local school.

There are multi-campus colleges which include a number of schools or campuses, with each school or campus specialising in different areas. For example, there are junior campuses (Years 7–9 or 7–10), senior campuses (Years 10 – 12 or 11 – 12), academically selective campuses, co-educational campuses and single-sex campuses.

There are also central schools which offer many rural and isolated communities the opportunity to educate their children from Kindergarten through to Year 12 in one school setting. Many central schools use technology to link teachers and students in different schools so that a range of subjects is offered. Central schools also offer a broad range of extra-curricular activities.

The department's online enrolment system supports the transition to high school. If you are not able to apply online or you prefer not to, please complete the form starting on page 5 of this booklet. Return the completed form to your child's primary school.

For more information:

education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment/high-school-enrolment

Other school options

You may have reasons why you would like your child to attend a school that is not your local school.

Non-local schools

Schools with a designated intake area have an enrolment cap – the number of students that can be enrolled based on the school's permanent accommodation. The enrolment cap tells us whether the school may or may not accept non-local enrolments. Within the enrolment cap, some schools set a local enrolment buffer level to set aside places for local students arriving during the year.

Schools that are below their enrolment cap can accept non-local enrolments until the school reaches its enrolment buffer.

Schools that are approaching or over their enrolment cap may accept non-local students. All schools must consider non-local enrolment applications against the non-local enrolment criteria outlined in the Enrolment of students in NSW Government schools policy.

In schools where demand for non-local enrolment exceeds the number of available places below the buffer, schools must establish a selection panel to consider applications.

High Potential and Gifted Education

High Potential and Gifted Education (HPGE) is offered in all public schools to develop talent across the four domains of potential: creative, intellectual, physical and social-emotional. This includes:

- extension, enrichment and extra-curricular programs
- inter-school programs and competitions
- system-level talent development opportunities such as representative sport pathways and Schools Spectacular.

More information about HPGE is available at: education.nsw.gov.au/teaching-and-learning/high-potential-and-gifted-education

Specialist schools

Specialist schools provide a secondary education which focuses on a specific talent or interest. Specialist schools have been established for creative, performing and visual arts, languages, technology (including marine technology and rural technology), agriculture and sport.

In some of these specialist schools the criteria for enrolment may include performance or audition.

Academically selective schools

The application process for entry into a fully or partially academically selective school begins when the student is in Year 5 and is longer than the normal enrolment process.

The application form is only available online. Please note that no late applications will be accepted.

A list of academically selective schools and details of their enrolment procedures is available at: education.nsw.gov.au/schooling/parents-and-carers/choosing-a-school-setting/selective-high-schools.

Support classes and schools for specific purposes

Consideration for placement in a support class in a mainstream school or a school for specific purposes is managed through an access request placement process.

Most students with disability and additional learning and support needs will be supported through the resources at their local school. Some secondary schools have support classes to cater for the additional learning and support needs of students with disability.

Your child's primary school principal will assist you to find the right schooling option for your child, taking into account your choice, your child's specific additional learning needs and proximity to local specialist services.

Intensive English Centres

Use the School Finder tool at: schoolfinder.education.nsw.gov.au to locate high schools that provide Intensive English support.

Provide your home address or postcode to search for your local school map and select the Intensive English Centre button on "Nearby schools".



For further information, please contact your local primary school principal or the secondary school of your choice.

If you require an interpreter to assist you with your enquiry please call the **Telephone Interpreter Service** on 131 450 and ask for an interpreter in your language. This service will be free of charge to you.

Completing the Expression of Interest

You can indicate which school you would like your child to attend by completing the Expression of Interest form for your local school and/or a maximum of 3 non-local schools.

There are three steps to enrolling your child in Year 7:

Step 1: Complete the Expression of Interest to request placement at the government school(s) of your choice.

This form should be completed in English by parents and carers of all students requesting placement in Year 7 at a NSW Government school next year.

For students currently enrolled in NSW Government primary schools you can complete the expression of interest online or complete the attached paper form and return it to your child's primary school. For students not currently enrolled in a NSW Government primary school, you can complete the expression of interest online or return this form to the NSW Government secondary school that you intend to enrol your child in.

All Expressions of Interest must be returned on or before the due date.

Step 2: Complete the application to enrol

Once your child has been offered a place in a school, you will be asked to complete an Application to enrol in a NSW Government school. This will be sent to you during Term 2 or Term 3.

The application can be completed online or by filling out the paper form that will be sent to you during Term 2 or Term 3.

Please complete all details on this form and return it as soon as possible.

The final decision on enrolment will be made following consideration and acceptance of your application to enrol by the school principal. The principal may contact you for more information.

You will receive an email or letter confirming whether or not your child has been accepted for enrolment.

Step 3: Get to know your new school

Once you receive confirmation of your child's enrolment, it is important to learn about the new school to support your child's move to Year 7.

The school will organise transition activities and an orientation day for students who will be starting Year 7 the following year. Parents and carers are usually invited to this orientation day, which is typically held in late November/early December. It helps your child find out about lessons and subjects in secondary school, the teachers, classrooms and school procedures, and provides an opportunity to meet fellow students.

You will be advised of the orientation day date by your new school, along with information about uniforms, travel options and other important details.

If you need further information please call the principal. If you need an interpreter to assist you, please call the Telephone Interpreter Service on 131 450 and ask for an interpreter. The operator will get an interpreter on the line to assist you with your conversation. You will not be charged for this service.

Information that will help your new school provide your child with learning and support

It is important that you provide your new school with information about your child's learning and support needs. It is essential that you tell the school about any known allergies or other medical conditions relating to your child.

This includes but is not restricted to information that your child has been diagnosed with anaphylaxis, asthma, diabetes or epilepsy.

If your child has been diagnosed as being at risk of anaphylaxis please provide your child's new school with a current ASCIA Action Plan for Anaphylaxis that is completed and signed by your child's doctor.

Together with the ASCIA Action Plan the school will require an adrenaline autoinjector to support the emergency health response detailed in the plan. Please take note of the expiry date on the adrenaline autoinjector provided to the school and provide a replacement device ahead of time.

Information to help you complete the Expression of Interest

Section A

Please complete your child's personal details and sign the declaration in **Section A**.

Section B

Section B shows the name of your designated local school, based on your child's home address. Your child is entitled to a place at their local school.

If you are only seeking placement at your local school please sign **Section B**, and return the form by the due date. You have now completed the form.

If you have applied for an academically selective school, and you want your child to attend the local school if unsuccessful, also sign and date **Section B**.

Section C

If you are seeking other placements please list up to three schools in order of preference in **Section C**.

You can request placement in a:

- specialist school
- support class (in consultation with your primary principal) who will submit an application requesting the type of support class
- non-local school.

Please note that specialist schools, and placement panels for enrolment in non-local schools will have additional application requirements.

If you are unsure if you need to complete any additional forms, please make direct contact with the school that you are interested in.

There is an additional step if you are requesting placement in a non-local school.

Schools have placement criteria for non-local enrolments where the demand exceeds the number of available places below the buffer, schools must establish a selection panel to consider applications.

If you are seeking a place at a non-local school, please provide reasons for seeking non-local placement, for example:

- learning and wellbeing needs requiring reasonable adjustments and/or additional educational support
- siblings already enrolled at the school with siblings of students in support units given priority
- proximity and access to the school
- access to a single-sex school
- medical reasons
- safety and supervision of your child before and after school
- availability of subjects or combinations of subjects at the school
- compassionate circumstances
- the structure and organisation of the school
- recent changes in the local intake area boundaries.
- parent or carer working at the school.

The school enrolment panel will only consider the information on this form and other relevant documentation you provide.

If your child is not offered a place at your Choice 1 school, your child will be considered for placement at your Choice 2 school, then at your Choice 3 school, if applicable.

If you are not successful in gaining a place at one of your choices, the school will notify you. The school may indicate that you have been placed on a waiting list and you will be offered a place if one becomes available.

If your child is offered a place at one of your listed school preferences, you will not receive an offer from any other school that is lower in preference.

If no place is available at any of the schools you have requested, your child will secure a place at their local school listed in **Section B**, subject to acceptance of your application to enrol by that school.

If you feel you have not been treated fairly or that the result is unreasonable, you may lodge an appeal. The appeal should be made in writing to the secondary school principal.

Section D

If you have applied for an academically selective school please tick the box in **Section D** of this form and complete **Section B, C** or **Section E** in case your child is not successful in gaining a place at a selective school.

Section E

If you do not require a place in a government school please complete Section E.

The completion of Section E closes all action by NSW Government schools relating to the placement of your child in Year 7.





We acknowledge the homelands of all Aboriginal people and pay our respect to Country.

Say hello



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