



Department of Education and
Early Childhood Development

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20 April 2009

TO PARENTS OF CHILDREN IN YEAR 6

PLACEMENT IN SECONDARY COLLEGES: 2009/2010

Dear Parent/Guardian

As your child is now in Year 6 of primary school, an important decision must be made about which secondary college your child will attend next year. You are now asked to indicate on the attached Application for Enrolment form which secondary college you would like your child to attend in 2010.

1. APPLYING FOR GOVERNMENT SECONDARY COLLEGES

All applications for Year 7 enrolment at a government secondary college are subject to the principles of the neighbourhood school policy which are:

- to provide each child with the right to a place in the designated neighbourhood school;
- wherever practical, to provide parents/guardians with the opportunity to enrol their child at the same school as that being attended by an older brother or sister who resides at the same address;
- to allow parents not wishing to send their child to the neighbourhood school to select any other school in which space is available; and
- to contain enrolments in each school within the limits of physical resources as determined by the Regional Director.

In most cases the designated neighbourhood school is defined as the secondary college which is nearest to the student's permanent residential address. Within the Region, however, a number of secondary colleges will not be able to accommodate all students who wish to enrol. In these schools, approval has been given by the Regional Director to restrict their enrolments because of accommodation constraints. For these schools a specific designated neighbourhood area has been identified. In such circumstances, the designated neighbourhood school may not be the nearest school for some students.

When considering which college would be more likely to suit your child's educational needs you may wish to discuss the matter with your child's primary school teacher or principal who will be able to advise you further about each secondary college. You should also take the time to visit secondary colleges and attend information nights.

If you select a school other than your designated neighbourhood school as first preference, you should consider providing at least two (2) school preferences in Section 3 of the Application for Enrolment form. If a second preference is not provided and the first preference is not successful, students will be automatically placed into their designated neighbourhood school. All requests from students living outside the neighbourhood area will be carefully considered by a Placement Committee at each college. It must be noted however that all placements are subject to the availability of accommodation at the particular secondary college. Where there are insufficient places at a school for all students who seek entry, students will be enrolled in the following priority order:

- Students for whom the school is the designated neighbourhood school.
- Students with a brother or sister who has the same permanent residential address and who will be concurrently attending the school.
- In those instances where the regional director has restricted the enrolment of a school, students for whom the school is the nearest one to their permanent residential address.
- Students seeking enrolment on specific curriculum grounds.
- Other students in order of closeness of their home to the school.

In exceptional circumstances, students may be enrolled on compassionate grounds where there are significant family or individual circumstances.

Once you have decided which secondary college you wish your child to attend, apply in writing to your primary school principal using the attached Application for Enrolment form.

This form must be returned to your primary school no later than 18 May 2009.

2. APPLYING FOR SECONDARY COLLEGES WHERE OLDER BROTHERS/SISTERS ARE ENROLLED.

If you wish your child to attend the same secondary college as an older brother or sister who resides at the same address and who will be attending the school, you need only complete Sections 3, 4 and 6 of the Application for Enrolment form and return it to your primary school.

3. MULTI-CAMPUS COLLEGES WITH YEAR 7 INTAKE

There are three multi-campus secondary colleges in the Southern Metropolitan Region with Year 7 students at more than one campus. These are Dandenong High School, Keysborough Secondary College and Sandringham Secondary College.

Dandenong High School has the Cleeland and Dandenong campuses for year 7-12 students.

Keysborough Secondary College has Chandler Campus, Coomoora Campus, Heatherhill Campus and Springvale Campus.

Sandringham Secondary College has two Year 7 to 10 campuses, Beaumaris and Highett and a VCE campus at Sandringham. If you wish your child to attend Sandringham you will need to indicate **your preference for a particular Year 7 to 10 campus** on the Application for Enrolment form.

Brothers and sisters of students attending a Year 7 to 10 campus will be able to attend the same campus.

4. COMMUNITY SCHOOLS

Because of the specialist nature of Community Schools, parents are advised to discuss potential enrolments with the relevant principals before nominating that school for their child.

5. SPECIALIST SCHOOLS

Should your child meet the criteria for entry into special schools/special developmental schools information about these schools will be supplied by your primary school in addition to information about local secondary colleges.

6. STUDENT TRANSPORT

Students who travel more than 4.8 km in outer metropolitan areas to attend their neighbourhood secondary college, i.e. their nearest school, may be eligible for a conveyance allowance or travel on a school bus. Students wishing to attend colleges outside their neighbourhood area in the outer metropolitan area are not eligible for a conveyance allowance or travel on a school bus.

7. DIRECTORY OF SECONDARY COLLEGES WITHIN SOUTHERN METROPOLITAN REGION WITH A YEAR 7 INTAKE 2010

The list of secondary colleges within the Southern Metropolitan Region and in neighbouring regions accepting Year 7 enrolments in 2010 is attached to this letter.

8. APPLYING FOR NON-GOVERNMENT COLLEGES

If you are sure that you already have a place for your child in a non-government secondary college please complete only Sections 5 and 6 of the form, sign it and

return it to your primary school. If you have applied for a place in a non-government college, but have not yet been told that your child has been granted a place, you should safeguard your child's interests by also applying for a place in a government secondary college.

If your child is granted a place in a non-government college after being allocated a position in a government secondary college, you are asked to notify your primary school immediately.

9. FILLING OUT THE APPLICATION FOR ENROLMENT FORM

With this letter you will have received an Application for Enrolment form.

- (i) In Section 3 on the form, you are asked to nominate your preferred government secondary college for your child for 2010. This can be the neighbourhood secondary college or any other secondary college.

If your preferred secondary college is not your neighbourhood college additional information may be required. The secondary college for which you are applying will advise if additional information is required to support your application.

- (ii) If you choose to nominate the college that an older brother or sister who resides at the same address is attending, you should complete Sections 3,4 and 6.
- (iii) If you are certain of a place in a non-government school, fill in Sections 5 and 6 ONLY.

NOTE:

If, at any stage, any details on the Application for Enrolment form change, you are advised to notify your primary school immediately.

10. CONCLUSION

Enrolments will be determined by the secondary colleges but all communication must be in written form and through your primary school.

I wish your child well in the transition to secondary college and I trust that secondary schooling will be a positive experience.

PETER GREENWELL

Regional Director
Southern Metropolitan Region

SOUTHERN METROPOLITAN REGION SECONDARY COLLEGES WITH YEAR 7 ENROLMENTS 2009

Bentleigh Secondary College
Berwick Secondary College
Brighton Secondary College
Carrum Downs Secondary College
Carwatha College P-12
Casey Central Secondary College
Caulfield Park Community School
Cheltenham Secondary College
Cranbourne Secondary College
Dandenong High School
- Dandenong Campus
- Cleeland Campus
Dromana Secondary College
Elisabeth Murdoch College
Elwood College
Endeavour Hills Secondary
College
Fountain Gate Secondary College
Gleneagles Secondary College
Frankston High School
Glen Eira College
Hampton Park Secondary College
Heatherhill Secondary College
Keysborough Secondary College
- Chandler Campus
- Coomoora Campus
- Heatherhill Campus
- Springvale Campus
Kambrya Secondary College
McClelland College

Kooweerup Secondary College
Lyndale Secondary College
Lyndhurst Secondary College
Malvern Central School
McKinnon Secondary College
Mentone Girls' Secondary College
Monterey Secondary College
Mordialloc College
Mornington Secondary College
Mount Eliza Secondary College
Mount Erin Secondary College
Narre Warren South P-12 College
Noble Park Secondary College
Pakenham Secondary College
Parkdale Secondary College
Patterson River Secondary College
Rosebud Secondary College
Sandringham College
Sandringham College - Beaumaris
Campus
Sandringham College - Highett
Campus
Somerville Secondary College
Springvale Secondary College
Westall Secondary College
Western Port Secondary College

SPECIAL SCHOOLS

Bayside SDS
Berendale School
Dandenong Valley SDS
Emerson School
Frankston SDS
Marnebek School
Montague Continuing Educ Centre
Mornington SDS
Naranga School

Nepean School
Noble Park SDS
Peninsula SDS
Port Phillip Specialist School
Southern Autistic School
Yarrabah School

NEARBY SECONDARY COLLEGES IN OTHER REGIONS

EASTERN METROPOLITAN REGION

Ashwood Secondary College
Hawthorn Secondary College
Rowville Secondary College
- Eastern Campus
- Western Campus
South Oakleigh Secondary College
Wellington Secondary College
Wheelers Hill Secondary College

NORTHERN METROPOLITAN REGION

Melbourne Girls' College

WESTERN METROPOLITAN REGION

University High School

GIPPSLAND REGION

Drouin Secondary College
Leongatha Secondary College
Neerim District Secondary College
Warragul Secondary College
Wonthaggi Secondary College