



Orbost North Primary

Enrolment Policy

April 2022

Aim:

To provide an efficient process for student enrolment at Orbost North Primary School.

Implementation:

- Currently there is no restricted enrolment at Orbost North Primary School, so all students seeking entry will be accepted.
- Orbost North Primary School Enrolment Information folders will be available from the school office and will include an enrolment form.
- Completed Student Enrolment applications need to be accompanied by original or certified copies of:
 - Birth certificate
 - Immunisation certificate
 - Medical Information (including any information regarding PSDMS) where applicable
 - Visa (if applicable)
- Student Enrolment Forms and Packs are available on request from the office at any time.
- Information regarding the enrolment of overseas students can be obtained from the International Education Division (03) 9651 3700
- Students with Disabilities and Impairments will be enrolled along with all other children as per eligibility parameters.
- All approved enrolments will be recorded and maintained on Cases 21.
 - Suspension, expulsion and restrictive interventions are measures of last resort and may only be used in situations consistent with Department policy, available at:
 - <https://www2.education.vic.gov.au/pal/suspensions/policy>
 - <https://www2.education.vic.gov.au/pal/expulsions/policy>
 - <https://www2.education.vic.gov.au/pal/restraint-seclusion/policy>

In line with Ministerial Order 1125, no student aged 8 or younger will be expelled without the approval of the Secretary of the Department of Education and Training.

The Principal of Orbost North Primary School is responsible for ensuring all suspensions and expulsions are recorded on CASES21.

Corporal punishment is prohibited in our school and will not be used in any circumstance.

Evaluation

This policy will be reviewed as part of the school's four year review cycle.