



Sutherland North Public School's Enrolment Policy and Process

Sutherland North Public School is committed to providing a fair and transparent enrolment process in line with the NSW Department of Education's [NSW Department of Education Enrolment of Students](#). Our enrolment process ensures that compulsory school-aged children have the right to attend their local school if their home is within the designated intake area.

While local students are given priority, parents may apply for enrolment at a school of their choice. However, acceptance is subject to the child's eligibility and the school's capacity to accommodate additional students. Clear guidelines are in place to support both local and non-local enrolments, ensuring equitable access to quality education.

To enrol your child at Sutherland North Public School please follow our enrolment process:

Step 1: Use the [School Finder](#) to determine if you live in our 'intake area' or you are applying 'out of area.'

Step 2: Apply to enrol in our school:

<i>Intake area enrolment</i>	<ul style="list-style-type: none">➤ Gather the following documents required for enrolment:<ul style="list-style-type: none">• a child's birth certificate or identity documents• proof of child's residential address (PDF 80KB)• an immunisation statement from the Australian Immunisation Register (AIR)<p>Additional documents if applicable:</p><ul style="list-style-type: none">• any family law or other court orders• copies of medical/healthcare or emergency action plan• evidence of any disability and learning and support plans if your child has health, disability or additional needs➤ Submit an Online Enrolment application. If you are not able to apply online or you prefer not to, download the paper application to enrol (PDF 768.4KB) form. Please complete the form in English. A translated application to enrol may help you do this.➤ Await confirmation which should be processed within 15 school days. This excludes applications for the following calendar year.➤ Call or email the school to find out when our school tours are held.
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*Out of
area
enrolment*

Schools may accept enrolments from outside their designated area if places are available. Such applications are subject to department policies. Non-local enrolment applications are only considered by schools that can accommodate the child below the set local enrolment cap level.

- Determining whether the school can accommodate a child, the following are taken into consideration:
 - Learning and wellbeing needs, including cultural considerations, disability, developmental age, trauma, child protection concerns, medical and individual needs and circumstances.
 - Siblings currently attending the school, with siblings of students in support units in eligible mainstream schools given priority.
 - Parent or carer works at the school.
 - Proximity and access to the school.
 - Structure and organisation of the school.
 - Safety and supervision of the student before and after school.
 - Recent changes in local intake area boundaries.
 - School is under buffer or cap and has capacity.
- Submit a non-local enrolment application via one of the following ways:
 - Digitally through [Online enrolment for NSW Government Schools](#)
 - Manually the [Application to Enrol in a Non-Local NSW Government School Form](#)
 - Hard copy at the school office
- Additional documents may be provided to support the application.
- The enrolment panel meets during August every year and at other times throughout the year as required.
- Await written confirmation - applications are assessed within 14 days.