

ENROLMENT SCHEME
HILLTOP SCHOOL (1740)
EFFECTIVE DATE GOES HERE

The guidelines for the development and operation of enrolment schemes are issued under section 72(1) 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 (and shown on the attached map) shall be entitled to enrol at the school.

Starting at the intersection of Lake Tce and Rifle Range Road the boundary travels north-east along the centre of Rifle Range Road (capturing odd-numbered addresses only) to the intersection with Tamamutu Street.

From the intersection of Rifle Range Road and Tamamutu Street the boundary travels south-east, along the centre of Tamamutu Street (capturing odd-numbered addresses only) to the intersection with Gillies Ave.

From the intersection of Gillies Ave and Tamamutu Street the boundary travels north-east along the centre of Gillies Ave (capturing odd-numbered addresses only) to the intersection with Tamatea Road.

From the intersection of Tamatea Road and Gillies Ave the boundary travels south-east along the centre of Tamatea Road (capturing odd-numbered address only), to the intersection with Taharepa Road then continues north-east along the centre of Taharepa Road (capturing odd-numbered addresses only) to the Kiddle Drive/Taharepa Road roundabout.

From the Kiddle Drive/Taharepa Road roundabout the boundary ravel south-east along the centre of Kiddle Drive (capturing odd-numbered addresses only) to the intersection with Napier Road and Arrowsmith Ave.

From the intersection of Kiddle Drive, Napier Road and Arrowsmith Ave, the boundary travels west along the centre of Napier Road, capturing even-numbered addresses only, to the intersection of Lake Terrace and Napier Road.

From the intersection of Lake Terrace and Napier Road the boundary travels north, along the centre of Lake Terrace to 205 Lake Terrace (this address is included in the zone), then travels further west to the shoreline in front of 205 Lake Terrace. At the shoreline the boundary travels north lake edge to the intersection of Lake Terrace and Rifle Range Road.

Proof of residence within the home zone will be required. Proof will include any accounts or bank statements sent to the required address.

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 of Trustees 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.

Special Programmes

The school does not operate any special programmes

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

- **First priority** must be given to students who have been accepted for enrolment in the above special programme(s) run by the school and approved by the Secretary for Education.
- **Second priority** must be given to applicants who are siblings of current students.
- **Third priority** must be given to applicants who are siblings of former students.
- **Fourth priority** must be given to any applicant who is a child of a former student of the school.
- **Fifth priority** must 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.
- **Sixth priority** must be given to all other applicants.

If there are more applicants in the second, third, fourth, or fifth 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 (2) 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.

Proof of residence within the home zone may be required.