

ENROLMENTS AND ENROLMENT SCHEMES FAQs

Ormiston Primary School and Chapel Downs School

This document contains answers to frequently asked questions for parents, whānau and community when they need to enrol their children at Ormiston Primary School and Chapel Downs School. If you have more questions, please contact staff at one of the Ministry of Education offices listed on the last page of this pamphlet. Staff there will be able to help you.

What rights does my child have regarding enrolment at school?

All domestic students have the right to be enrolled at a State school between their fifth birthday and the first of January following their nineteenth birthday.

Can I enrol a child at any school in Auckland?

Not necessarily. Most state schools in Auckland have enrolment schemes which help the School manage its roll. A school with an enrolment scheme has a home zone, which is a geographically defined area around the school.

Students living inside the zone are guaranteed a place at the school.

Students who live outside the zone can apply to enrol but acceptance of their application is subject to places being available for them – and if there are fewer places available than there are applicants, their acceptance is subject to the outcome of a pre-enrolment process called a ballot.

How do I know if my school has a home zone or what the home zone is for my school?

All of the current enrolment schemes can be found at [Find a school](#). Here you'll be able to view the home zone on a map of the local area and its written description. Information about enrolment schemes is also available on each school's website, or through contacting the school for information.

Why do some schools have enrolment schemes?

An enrolment scheme enables a Board to manage its roll to prevent overcrowding at the school. The home zone is drawn in such a way that every student can attend a reasonably convenient school. It also enables the Ministry of Education to make best use of the network of schools in the surrounding area.

What does the legislation have to say about enrolment schemes?

Schemes should:

- as far as possible exclude no more students than necessary to avoid overcrowding;
- enable the Ministry to make best use of the existing networks of State schools;
- ensure that the selection of applicants for enrolment at the school is carried out in a fair and transparent manner;
- enable students to attend a reasonably convenient school;

- as far as possible, not exclude local students.

What is the difference between an enrolment scheme and a zone?

An enrolment scheme contains a home zone with clearly defined boundaries. Students who live within the home zone have an absolute right to enrol at the school. The enrolment scheme includes priority for out of zone enrolments and may also include entry criteria for special programmes for example Te Reo Māori bi-lingual language programmes.

I currently live in zone and my children attend the school. Will my children be able to continue attending the school?

Any student currently enrolled and attending Ormiston Primary School or Chapel Downs School will not be impacted by a change to the enrolment scheme. All students enrolled (and have started attending) will be entitled to continue attending their respective school, irrespective of where they currently live.

My children attend a school which is changing the boundaries of its home zone. Currently we live inside the zone, but we won't when it changes. Will my children be able to continue attending the school?

Yes. When a home zone changes, currently enrolled students who are living at an address that becomes out-of-zone are allowed to continue at the school.

I currently live in zone and have a child who attends the school. The zone change means we will become out of zone. Will my children's sibling(s) be able to attend the school?

The Ministry of Education will implement a grandparenting clause in the proposed amendments to Ormiston Primary School and Chapel Downs School enrolment schemes.

The enrolment scheme legislation allows for transitional arrangements for families impacted by zoning changes. This will mean that in certain circumstances, siblings of current students living in this area, may also be entitled to enrol at the same school. This is commonly known as 'grandparenting'.

A grandparenting clause enables siblings of current students to retain the right to enrol at the same school when the new enrolment scheme is introduced or amended, as long as other criteria are met.

How does Grandparenting work?

A transitional arrangement (often referred to as grandparenting) can be included in new or amended zones to help reduce the impact of enrolment schemes to families that are already enrolled at the school. This means that younger siblings can enrol at the same school as their older brother or sister and gives families certainty about their enrolment eligibility, without having to wait for an out of zone process. It means these students would be treated as in-zone and have the same entitlement to enrol as if they lived in the home zone.

Both of the following criteria must be met for a new student to be eligible under grandparenting clause for enrolment:

- a) the student has a sibling who, at the time that the amendment is implemented, is enrolled at the school and lives inside the home zone as it was before the amendment, and

- b) the student, at the time of their enrolment, lives inside the home zone as it was before the amendment.

The School may request evidence to verify the information before enrolling a new student under the transitional arrangement.

NB This is a very tightly defined concession. It would not apply to:

- a) Children of parents who move into any of these addresses subsequent to the adoption of the enrolment scheme boundary amendment because they would be already enrolled and attending the school; and
- b) Children of parents currently living at one of the addresses who move out of the address subsequent to the adoption of the enrolment scheme boundary amendment.
- c) Children if the older sibling no longer attends the primary school in the year that the younger sibling enrolls, the grandparenting scheme does not apply.

Who is considered a sibling under the grandparenting clause?

For the purposes of this arrangement, child A is the sibling of child B if—

- a) both children share a common parent; or
- b) a parent of child A is married to, or in a civil union with, a parent of child B; or
- c) a parent of child A was married to, or in a civil union with, a parent of child B at the time when child B's parent died; or
- d) a parent of child A is the de facto partner of a parent of child B; or
- e) both children live in the same household and, in recognition of family obligations, are treated by the adults of that household as if they were siblings; or
- f) the Secretary, by written notice to the school, advises that child A is to be treated as the sibling of child B.

We have specifically purchased in the school zone so our children can attend those schools. We will no longer be zoned for either school after the proposed changes, can my children still attend the schools?

As of 1 January 2023, students eligible to enrol at the school must live in zone to be guaranteed enrolment at the school.

Current students and their younger siblings will still be able to attend if they continue to live at their current address after the change is made.

We recognise that the amendments will change the pathway for new families/ those without children currently attending the schools.

The proposal is part of a greater response plan to manage growth across the whole catchment. The proposed changes are aimed at reducing the risk of overcrowding distributing students and our focus is on ensuring every student has a reasonably convenient school that they can attend. Safety of students and teachers is our priority, and the proposed changes we are suggesting are the best way to avoid overcrowding.

You are changing the zone and now I will be path-wayed to a new community.

Our focus is on ensuring every student has a reasonably convenient school that they can attend. Safety of students and teachers is our priority, and the proposed changes we are suggesting are currently the best way to avoid overcrowding.

We will be investing significantly in Chapel Downs School with new classrooms and facilities to cater for the growth.

You are proposing to change the Ormiston Primary and Chapel Downs School zones, what about the other school zones?

The current proposal amends the Chapel Downs School and Ormiston Primary School zones. Over time, the zoning will be reviewed for all schools and, where it is appropriate to do so, changes will be consulted on. The timing primarily depends on the speed of residential developments and the capacity at the schools.

Why don't you just keep providing classrooms?

The Ministry will be providing Ormiston Primary School with 18 classrooms - two of which will be dedicated learning support spaces (located at Mount Richmond School) to increase their capacity to cater for 1,150 students. This multi-storey block is expected to open in Term 3 2023.

The Ministry has begun planning the future development of the Chapel Downs School site. The first stage is to provide an additional 14 classrooms to accommodate future roll growth – two of which will be dedicated learning support spaces. The new block is expected to open in 2025. In the meantime, if additional classrooms are needed, temporary options would be provided.

The Ministry is also investigating land options for a new primary school in Flatbush.

The infrastructure and sites are limited so we need to look at how we can distribute the growth and therefore the enrolment schemes will need to be amended to ensure the size of the zones match the optimum capacities of the schools.

Will this change the current Intermediate, Junior College and Senior College pathways?

Current pathways to Intermediate, Junior College and Senior College will remain the same at this time. The Ministry is investigating how we can add more capacity as population growth moves through these age levels.

What if I live outside the home zone?

A school with an enrolment scheme may have the capacity to take students from outside their home zone. In this case the school is required to advertise the availability of places and the application process including dates. 'Out of zone' students may then apply for enrolment, if there are more applicants than places available a ballot will be held.

Applications for enrolment will be balloted in the following order of priority:

- (1) students accepted for enrolment in a special programme run by the school;

- (2) brothers and sisters of current students
- (3) brothers and sisters of former students
- (4) children of a former student of the school
- (5) children of board employees and board members children
- (6) all other students.

What if I am unsuccessful in the ballot?

Your name will be drawn and you will be placed on a waiting list. The school will advise you of your place on the list.

How do you define living in the “home zone”?

If your usual place of residence is within the home zone you may apply for enrolment. When enrolling, the school may require proof of residence e.g., tenancy agreement, certificate of title or utility bills. If it finds you have given false information, the school may refuse to enrol the student or annul the enrolment.

What can I do if a school tells me that it cannot enrol my child?

First, check whether the school has an enrolment scheme. If it does not, the school should not be declining any enrolments. Ask the school to put the refusal in writing stating the relevant details. You can then contact your nearest Ministry of Education office for assistance.

If the school does have an enrolment scheme, check to see whether you live in the home zone. You will be able to see a copy of the scheme at the school or visit www.schoolzones.co.nz

If you do not live in the school’s home zone, then there will be another school that is reasonably convenient to your home that your child could attend.

If there are *exceptional* circumstances why your child should not be enrolled at a particular school you may be able to apply to the ministry for a directed enrolment to another school. However, the ministry rarely directs an enrolment.

If my child lives in zone for these schools, do they have to go to either school?

No but there is a guaranteed place for your child at that school.

If I live one street out of zone, can I still attend?

If it is not in zone, then no you do not have automatic right of enrolment.

My grandchildren/nieces/nephews/whānau are coming to live with me; can they attend my local school?

If your local school does not have a zone, then they will be able to attend without any problems. If your local school does have a home zone and you live within that zone, you will need to provide evidence to the school that you have **primary duty of care** for that child and you both do indeed live in zone.

NB. Addresses of convenience are not acceptable. If your address is temporary or false, you may have your enrolment annulled or declined.

My child attends a school with a zone; I now have to move to a new address which is not in zone for that particular school. What should I do?

If you have started at the school, you will need to inform the school that you have to move. In most cases that should be fine however, if the school believes you have used a temporary address to gain access to the school, the Board may decide to review the enrolment.

If your child has not yet started at the school and you have moved out of zone they will not be considered 'in-zone' for that school. They are now considered as 'in-zone' at their new local school.

Are things any different at a State integrated school, a Kura Kaupapa Māori, or a Designated Character School?

Schools of these types may have authority to operate enrolment schemes if there are likely to be more applicants for enrolment at the school than there are places available. Enrolment schemes at these schools do not have to include a home zone or provide for a ballot.

- A *State Integrated School* is a school with a special character (for example religion based), which has been integrated into the State system. Every integrated school has a maximum roll which it is not allowed to exceed. First, an integrated school has to cater for students who meet the school's special character requirements. If there is room left, the school is able to enrol a small number of students who do not meet the special character requirements.
- A *Kura Kaupapa Māori* is a State school where teaching is in the Māori language and the school's aims, purposes and objectives reflect the Te Aho Matua philosophy. Kura Kaupapa Māori are able to restrict enrolments to the children of parents who accept the kura's aims, purposes and objectives.
- A *Designated Character School* is a State school with a particular character, but different from integrated schools and kura kaupapa Māori. These schools are able to restrict enrolments to the children of parents who accept the school's aims, purposes, and objectives.

How do I contact the Ministry of Education?

Still have an unanswered question? Call your local Auckland Ministry of Education office.
Ph 632 9400 or email on network.team@education.govt.nz