



Howick Primary School

OUT OF ZONE ENROLMENTS INFORMATION

As stated by the Ministry of Education, each school determines how many places are available for students who live outside its home zone. Some schools experiencing pressure might decide not to accept out-of-zone enrolments at all.

The acceptance of applications for these places is according to priority sequence as defined by the Education and Training Act 2020 and the, if necessary, a ballot draw. Applicants who are not successful are put on a waiting list in the order they were drawn in the ballot and may be offered a place if places become available later in the year. A waiting list remains current until the school holds its next ballot.

BALLOT

If a school with an enrolment scheme has capacity to enrol additional students from outside their home zone, the school must offer places using balloting priority laid out in Schedule 20 of the Education and Training Act 2020. Balloting criteria ensure the selection of out-of-zone application for enrolment at the school is carried out in an open and transparent manner.

The balloting criteria, as provided by the Act, give priority to siblings of current or former students and children of former parents of the school, and then the children of school board members or employees. If there is no connection to the school via a parent, sibling, or current employee, students may still gain a place at the school if space permits.

PRIORITY

Out-of-zone students can only be accepted by a school if there are places available. Currently the Act defines the order of out-of-zone student priority as:

First Priority is given to students who meet a criteria set for an special programmes at a school. However, this is only applicable if the Secretary of Education has approved these programmes.

Second Priority will be given to siblings of current students.

Third Priority will be given to siblings of former students.

Fourth Priority will be given to children of former students.

Fifth Priority will be given to board member employees or board members.

Sixth Priority will be given to all other applicants. If there are more applicants in the second, third, fourth or fifth categories than there are places available, selection within the priority group will be by a ballot conducted in accordance with instructions issued by the Secretary un Section 11G(1) of the Education Act 2989. Parents will be informed of the date of any ballot by notice in a daily or community newspaper circulating in the area served by the school. Applicants seeking second or third priority status may be required to give proof of a sibling relationship.

ENROLMENT TIMELINE FOR 2023 APPLICATIONS

In Zone/Out of Zone Applications Open	<p>In zone applications are open year round. Out of zone applications need to be received by: Wednesday 11th October 2023</p> <ul style="list-style-type: none">• Enrolment forms are available from the office or on the school website• http://www.howickprimary.school.nz/parents/enrolment/• Applications can be returned to the office or emailed in (we will need to view original documents if the enrolment form is emailed in).• All applications must be completed correctly and have all the correct documents required.
Out of Zone Applications Close	Wednesday 11th October 2023 – NO EXCEPTIONS.
Out of Zone Ballot	Ballot will be held on Wednesday 18th October 2023 23rd October 2023 – results will be emailed (or posted if no email address is available).
Acceptances of Out of Zone Ballot	Must be received by Friday 10th November 2023 NO EXCEPTIONS. The offered place will go to the next applicant on the list.